Registration Nr.: PPK/........................................................................

**REQUEST FOR THE CREDIT TRANSFER COMMITTEE**

**Student’s data:**

|  |  |  |  |
| --- | --- | --- | --- |
| Name: |  | Neptun-code: |  |
| E-mail : |  | Phone: |  |
| Mailing address: |  | | |
| Programme: |  | | |
| Level\*: | bachelor / master / doctoral | | |
| Semester: | 20\_\_\_/20\_\_\_/\_\_ | | |

**Topic of the request:**

**a) transfer of obligatory course(s)**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **the course to be absolved**  **by the credit transfer** | | | **the course completed earlier** | | | |
| code | title | credit | code | title | credit | grade |
|  |  |  |  |  |  |  |
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|  |  |  |  |  |  |  |

**b) transfer of optional courses**

I’m asking ............. credits to be transferred as part of the optional credits defined in the programme’s curriculum.

Obligatory attachments for all of the earlier completed courses:

1. transcript of records: in case of a) and b) type, certified by the issuing institute

2. syllabus/description of the course: in case of a) type, certified by the issuing institute

Date:

signature

\* Please underline the appropriate.