



APPLICATION FOR CREDIT TRANSFER OF COMPLETED COURSES (FIRST CYCLE AND SECOND CYCLE)

If you are admitted to a study programme, you will be expected to study in accordance with the programme syllabus. If you believe that you have already acquired skills through your study or work experience (prior learning) that correspond to the content of your current programme, you can apply for a credit transfer.

Please, attach the following documents to your application:

- Course syllabus or equivalent description of the course you completed overseas valid for the semester/academic year when the course was taken.
- Certified copy or transcripts (in the original language) that can be verified online, and name of course in English.
- If your application is based on exchange studies, attach your Learning Agreement.
- If your application is based on work experience (prior learning), attach a certificate of employment including a description of the duties that relate to the knowledge and skills you wish to be taken into consideration for credit transfer.

Further documents may be requested to assist the assessment process.

Family name		Given name		Civic registration number	
Address		C/o	Postcode	City	
Email (NB: kth.se address)	Phone day time	Programme at KTH			
If your application is based on exchange studies, please give details of the programme: <input type="checkbox"/> Erasmus <input type="checkbox"/> Bilateral <input type="checkbox"/> Linnaeus Palme <input type="checkbox"/> iLead <input type="checkbox"/> Other:				Country of exchange studies	

Course 1*

My application is based on the following course/s that I have completed or work experience (prior learning)

Course code	Name of course or work experience (prior learning)	Credits	Cycle/ Level	University

I wish to have the above transferred as the following course/s at KTH

Course code	Name of course (if elective course, enter "elective course")	Credits

Course 2*

My application is based on the following course/s that I have completed or work experience (prior learning)

Course code	Name of course or work experience (prior learning)	Credits	Cycle/ Level	University

I wish to have the above transferred as the following course/s at KTH

Course code	Name of course (if elective course, enter "elective course")	Credits

Student's signature	Date
Printed name	

The form and appendices should be submitted to your Office of Student Affairs. See address at:

<https://www.kth.se/en/student/studievagledning-kontakt/utbildningskanslier-1.2298>

For more information about credit transfer: <https://www.kth.se/en/student/kurs/tillgodoraknande/tillgodoraknande-av-kurs-1.316331>

*If necessary, use the "Appendix to application": <https://intra.kth.se/administration/blanketter/student>