



**LUND UNIVERSITY**  
Campus Helsingborg

## APPLICATION FOR TRANSFER OF CREDITS

Form valid for the Department of Strategic Communication, *Department information only*

**Diarie registration no:** \_\_\_\_\_

**Form submitted date:** \_\_\_\_\_

|       |                           |
|-------|---------------------------|
| Name  | Civic registration number |
| Email | Phone                     |

|   |                  |
|---|------------------|
| I study the following programme/course:             | Admitted (year): |
| I would like to transfer the following courses:     |                  |
|   |                  |
| At what University did you study the above courses: | Year:            |

|      |           |
|------|-----------|
| Date | Signature |
|------|-----------|

**Please note that the original Official transcript of records together with course syllabus and literature list in paper format are to be submitted with this application form to the Academic Advisor at the Department. Copies will be taken of the Official transcript and the original returned.**

Decisions on credit of transfer can be appealed to the Higher Education Appeals Board. The appeal is to be sent to Lund University, Box 117, 221 00 Lund. The appeal is to state which decision is appealed against and the motivation for change. The appeal needs to contain contact details (name and address and preferably an email address and phone no). Appeals must be placed within three weeks of the day the appellant was notified of the decision.

### Department decision:

|                          |                                   |                                   |
|--------------------------|-----------------------------------|-----------------------------------|
| <b>Application:</b>      | Approved <input type="checkbox"/> | Declined <input type="checkbox"/> |
| <b>Decision made by:</b> | _____                             | _____                             |
|                          | Programme Director                | Date                              |

| Following course/courses: | cr | Transfers to: | cr |
|---------------------------|----|---------------|----|
|                           |    |               |    |
|                           |    |               |    |
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|                           |    |               |    |

Registered in Ladok: \_\_\_\_\_ Sign \_\_\_\_\_ Student announced: \_\_\_\_\_