Application for Recognition of Previously Obtained Credits (Part B)

1. Personal details

Applicant or
matriculation number _____

Last name _____

First name _____

Email _____

Phone number _____

Date of birth _____

For the degree program _____

Intended degree _____

If applicable, specialization _____

2. Performance to be recognized

No.	Module completed or professional qualification acquired	(A) Completed abroad/ (B) prof. qual.1)	Number of credits (ECTS or other)	Number of exam attempts	Grade	Recognition in module group (P) Compulsory / (WP) Compulsory elective / (FW) Elective / (ZM) Additional module	If available, approval of relevant professor (with stamp and signature)	Recognition (Y/N)	As module (title) (If different than on left)	LP - credit points	Grade	Module group	Comments Where applicable: number of attempts, deadlines for repeat examinations, compulsory elective module
1) The column is only to be filled out if applicable.							Decision of relevant professor and examination board - **not to be filled out by student/applicant**						
1													
2													
3													
4													
5													
6													
7													

3. Declaration

Please submit supporting documentation as a certified copy (with official seal) or as a document with an electronic verification code. **I declare that all information provided is true and complete.**

_____
Date

_____
Signature of student/applicant

You can fill out this form digitally at Quick Access 186789.

Additional information about the application:

- This application (Part B) is an annex to the Application for Placement in a Higher Degree Semester (Part A) upon enrollment. If performance is recognized during your studies, only Part B with attachments is to be submitted to the responsible examination board. Only enter academic performance which is to be recognized in your degree program.
- Recognition of professional qualifications acquired outside of a university is to be supported by the appropriate documents. If necessary, inquire with the responsible examination board beforehand. In this case, the columns "Number of credits", "Number of exam attempts", and "Grade" do not need to be filled out.
- If requesting recognition for the module group "Compulsory Elective", please name the desired compulsory elective component which is to be recognized. For the module group "Compulsory", name a specialization if applicable. Please note that you may only exceed the required number of credits in a compulsory elective or elective component once.
- The application and attachments are to be submitted to the examination board responsible for the degree program to which the performance is to be credited. The TU professor responsible for the subject or study program should approve recognition beforehand. If modules from other universities are to be recognized, approval of the responsible TU professor must be granted first.
- Recognition for performance achieved before you take up your studies is generally only granted till the end of the second semester. Recognition for performance achieved during your studies is to be requested as soon as possible once the supporting documentation is available. After termination of enrollment, performance achieved after the termination of enrollment is not reviewed or recognized.

Application for Recognition of Previously Obtained Credits (Part B)
Decision of the Responsible Examination Board at TU Berlin:

The Application for Recognition of Previously Obtained Credits (Part B) and supporting documents are to be immediately sent to the Examination Office IB after approval.

_____   _____

Date   Signature and stamp of the chair of the examination board