Credit Transfer Request

(for outgoing exchange students)

MODUL UNIVERSITY
PRIVATE UNIVERSITY VIENNA

Upon return from an exchange:
Complete and submit this form along with the course syllabi of any courses
that you have not agreed on with your liaison officer in the Equivalency Assessment Form
to the **ACADEMIC OFFICE**. The ACO officer will then forward all exchange-related documents
to the respective liaison officer for final approvement.

Student Data:

First Name: _____   Last Name: _____   Student ID #: _____

Study Program at MU: _____

Course Data:

Partner Institution: _____   Term of Exchange: _____

I am applying for the transfer of the following courses passed at the above mentioned institution to the **BBA/BSc** program (see above), referring to § 2 (2) of the Examination Regulations.			I certify that Modul University Vienna will transfer the following courses passed at the above mentioned institution to the **BBA/BSc** program (see above).		
Partner University Course (s)	ECTS/ Credits	Grade	Modul University Course (s)	ECTS	Transfer (box to be ticked by Liaison officer)
					☐
					☐
					☐
					☐
					☐
					☐
					☐
					☐
Total ECTS			Total ECTS		☐

_____   _____   _____
Student's signature   Date   Liaison signature   Date   Dean's signature   Date
                               Officer's

Note: For technical reasons, your credit transfer may only be entered into our electronic grading system (visible to you via your student account) at the end of the current semester. This does not affect the validity of the credit transfer in any way.