

**REQUEST FOR CREDIT TRANSFER**

Please use one form per subject!

(Please read the instruction on the back side before filling in!)

NAME:..... NEPTUN code:.....program: .....Academic Year:..... Semester:.....

Place and date of birth: ..... Mother's name: ..... Address: .....

DATE:..... SIGNATURE:.....

Completed course(s)	Course for which credit transfer / exemption is requested	Recommendation of the Course Lecturer	Recommendation of the Department of Nurse or Physiotherapy	Decision of the Credit Transfer Committee
Institute: ..... ..... ..... Name of the course: ..... ..... Date of the completion: .....academic year, .....semester Result:..... Credit:..... to be filled in by the student	Name of the course: ..... Code: ..... <b>Form of evaluation*:</b> Signature/ Term mark / Oral exam/ Qualification /Other (please indicate): ..... Credit:..... to be filled in by the student *please underline	•On basis of the Credit transfer rules of the Academic Regulations of the Faculty of Health Sciences and Social Studies, University of Szeged <b>I support the credit transfer.</b> Result:..... •I do not support the credit transfer. <b>Reason(s):</b> ..... •Decision is pending: ..... Date:..... ..... Educational Advisor in charge seal	<b>I support credit transfer.</b> Result:..... Credit:..... <b>I do not support credit transfer, because:</b> ..... ..... ..... ..... ..... ..... ..... ..... ..... ..... Date: ..... Signature:	•We grant the credit transfer. ..... •We do not grant the credit transfer because:..... ..... ..... ..... ..... ..... ..... ..... ..... Date:..... Signature:

In case the request is denied partially or completely by the Credit Transfer Committee, legal remedy is possible. Requests for **legal remedy** must be addressed to the Dean of the Faculty of Health Sciences and Social Studies, USZ and submitted in the Secretariat of International Programs (Szeged, Temesvári krt. 31. room Nr. 108) within 15 days from receiving the decision of the Committee.

## Some useful information to the credit transfer request

1. Requests can be submitted for the whole study program.
2. Please use separate sheet for each course.
3. In case you want a course of 0 credit be accepted, please write the number of lessons of the course in the credit number column.
4. In case you want an Optional / Elective course of 0 credit be accepted, please write "Optional" after the name of the course. The Credit Transfer Board of the Faculty will decide on the credit number.
5. Attachments needed:
  - Transcript
  - Syllabus (only if the course was not completed in the University of Szeged)
6. Please fill in the first 2 columns carefully and contact the Course Lecturer to fill in and sign the 3<sup>rd</sup> column.
7. *The credit transfer rules (from ACADEMIC REGULATIONS OF THE FACULTY OF HEALTH SCIENCES AND SOCIAL STUDIES UNIVERSITY OF SZEGED)*
  - 10.1. Upon request, the credit transfer committee of the faculty may acknowledge previously acquired student knowledge as the completion of certain curricular requirements by awarding the student the credits assigned to the completion of these requirements. Two bodies of knowledge must be regarded equivalent if the similarity between them is at least 75%. The sources of the student knowledge acknowledged can be previously completed subjects, certain modules, entire programmes, or knowledge acquired in other ways, while credit transfer may be applied to certain subjects, group of subjects, certain modules or other study requirements.
  - 10.2. Credit transfer is not possible in the case of thesis papers.
  - 10.3. It is the credit points assigned to the substituted subject of the programme's curriculum that are to be acknowledged, and the grade awarded for it will be the grade of the subject acquired as a part of the student's earlier studies at another institution. In case there are several previously acquired subjects involved, the grade is determined based on these subjects by the credit transfer committee.
  - 10.4. The credit points and the grades acknowledged by credit transfer based on earlier studies do not count in the average of the semester; neither can they be taken into consideration in view of the credit-achievement which serves as the basis of the classing. The credit-achievement prescribed is determined individually, which the student can check in the dynamic curriculum.