

**Application for Pre-approval of Credit Transfer**

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| **Full name:** |  |
| **Student no:**  |       |
| **Educational programme at AAU:** |  |
| **Name of institution and country:** | (Name and country of the host institution) |
| **Semester abroad:** |  |
| **Period abroad:**  | (DD-MM-YY to DD-MM-YY. Check when the semester officially starts and ends) |
| **Contact person at AAU:** | (Supervisor or semester coordinator) |
| **Submission date:**  | (Date for submission of the application. If you make changes to an approved application, note the new submission date. ) |

**Study activities at the host institution**

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| Name of study activity\* | Credit System\*\*ECTS[ ]  Other[ ]  | Conversion to ECTS (if other credit system) | Bachelor or master level\*\*\* |
| Study activity including link | Number of ECTS/Credits | ECTS | Level |
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\* Remember to list more than 30 ECTS (preferably 60 ECTS), for further information see [here](https://www.mp.aau.dk/education/rules-and-regulations-eng-da#udlandssemester-/-stay-at-another-university-or-institution). At least 22,5 ECTS should relate directly to your study at AAU.

\*\* If the university operates with a different credit system than ECTS, please provide a conversion factor and a link to this conversion factor below.

\*\*\* If your study programme at AAU is at master level, the activities at the foreign university should be at master level

**Checklist of enclosures**

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|  | Supervisor’s approval (e-mail or signature on form) |
|  | Link to descriptions of the study activities  |
|  | Link to conversion factor for ECTS if necessary |

**Supervisor, date and signature**

**Head of Study Board, date and signature**

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| **Comments from the study board to the student regarding pre-approval** |