

Application for transfer of credits

Please enter text clearly

1	First and last name	Personal identity No.
	Address	E-mail
	Postcode and city	Telephone

I apply to be credited with the following courses and other acquired knowledge and skills

2	Course code and course name	Credits	Higher education institution	Appendix

3	Other acquired knowledge and skills	Dates	Appendix

I believe that the above courses/acquired knowledge and skills correspond to the following course/module

4	Course code and course name	Credits

Applicant's signature

5	Date	Name

Information for students who are applying for transfer of credits

1. Enter your personal data.
2. Specify which course/education you wish to refer to. Attach certificate of results, course certificate and course syllabus with reading list or other documentation that describes the content of the education. State appendix number.
3. State which acquired knowledge and skills you wish to refer to. The application must be accompanied by certified documentation such as: certificate of service showing the duration of the work, description of duties, reference to immediate superior and other relevant documents. State appendix number.
4. State which course/module your previous education or acquired knowledge and skills shall be judged against. Only one course/module per application.
5. **Exchange studies**
Box 2. Write "Erasmus exchange studies" and enter the number of credits and Higher education institution.
Box 4. Write "Elective courses within XX-Programme" and enter the number of credits.
Attach Official Transcript of Records (or equivalent) and Learning Agreement.
6. Sign the application and send it to the Swedish Defence University.

Note

- You are responsible for ensuring that a complete application is submitted and only substantiated documentation will be considered.
- If a transfer of credits is made and the transfer decision has been taken before the studies have been completed, an examination of overlapping of courses may occur in connection with the application for a diploma.

The application with attached documents is sent by post to:

Försvarshögskolan, Box 278 05, 115 93 STOCKHOLM

Or

The application with attached documents is sent as PDFs to:

registrator@fhs.se