Application for the inclusion of studies completed elsewhere in the degree

Name and Student No: 
Degree Programme and Group Code: 

1. To be filled by the Student:
I request that the following studies be included in my degree.

<table>
<thead>
<tr>
<th>Title of the course in Finnish / English/Language of Education</th>
<th>Completed in (Year)</th>
<th>Number of (ECTS) Credits</th>
<th>Name of the Educational Institution in Finnish/English/Language of Education</th>
<th>Appendix (Certificate)</th>
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Grounds:

I confirm that the above information is correct.

Place ___________________ Date __ __ 20__ Student’s signature ____________________

2. Decision of the Course Tutor:

☐ I approve the inclusion of the studies in the degree. Studies to be entered into ASIO:

Course/competence ____________________________________________ cr, ________ Grade ______/M,

☐ I reject the application. Grounds:

________________________________________________________________________________________________________________________________________

Head of the Department and Study Affairs Coordinator have been informed of the decision:

Place ___________________ Date __ __ 20__ Signature of Course Tutor ____________________

3. Studies entered in ASIO:

☐ Studies are entered in ASIO and the application is filed

Place ___________________ Date __ __ 20__ Signature of Study Affairs Coordinator ____________________
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ACCREDITATION OF STUDIES, BASIC CONCEPTS

Accreditation of studies is a term used by JAMK University of Applied Sciences to refer to the replacement of studies, inclusion of studies and Recognition of informal learning.

Replacement of studies
You can replace a course or module that is part of your curriculum with corresponding higher education studies completed elsewhere before or during your studies at JAMK.

Inclusion of studies
You can include higher education studies that you have completed elsewhere as part of the degree being completed at JAMK.

Recognition of informal learning
You can get recognition of informal learning by recognising the competencies you have acquired through hobbies, civic activities, working life, training or some other activity, and demonstrating these competencies.

The accreditation process step by step

MARKINGS USED IN THE TRANSCRIPT OF RECORDS

Grade and date of completion:
Studies completed in JAMK, Open Studies and the Finnish Online University of Applied Sciences are marked with the original grade (on a scale of 1–5 or the letter “S”) and the date of completion.

Studies completed abroad or at other institutes of higher education are marked with the original date of completion and a grade on a scale of 1–5 if the grading scale was the same. If the scale was not to the same, the letter “M” is used.

Recognition and assessment of learning in other ways is marked with the letter “S”.

Further information: Degree Regulations and Study Guide.