



## **CREDIT TRANSFER AND RECOGNITION OF PRIOR LEARNING** **(First year students of the academic year 2014 – 2015)**

Studies taken at other educational institutes or universities can be, within a certain framework, accredited via credit transfer to substitute for a limited amount of the teacher's pedagogical studies at the Teacher Education College. In addition to credit transfer, prior learning can also be accredited by using a method of identifying and recognising competencies. You will find detailed instructions for accreditation application in Your Study Guide. Please note that the instructions are programme specific.

Students can apply for credit transfer and accreditation of studies included in vocational teacher education on the following grounds:

▶ Accreditation of studies taken (or skills acquired) elsewhere is based on the Degree Regulations of JAMK University of Applied Sciences.

▶ The following courses in vocational teacher education can be accredited:

Courses in the study module Basics of Educational Sciences

- Education and Society 8 cr
- Lifelong learning 8 cr

Optional Studies 10 cr

All accredited studies substituting a course included in vocational teacher education must correspond to the goals and core contents of the study programme and the competences must be recognisably there. The substitutive studies must thus be interlinked with teacher's work and pedagogic competences. Optional studies cannot be accredited with studies included in the degree which made the applicant eligible for the study programme. Also, the accredited studies must have been taken within a certain timeframe.

### **HOW TO APPLY FOR CREDIT TRANSFER**

Accreditation is applied for by filling in an application form. The form is available at our website. Once filled in, it is delivered to the Study Counsellor or the Office. Please remember to enclose a copy of the relevant certificate(s) and possibly a description of the proposed studies.

Decisions on credit transfer are made by the Study Counsellor. A positive decision is entered in the record of credits by the Office (passing grade "M": studies completed elsewhere). Announcement of the decision is sent to the student by e-mail. If the proposal is denied, or if credits are only partially accredited the decision-maker will specify the reasons in writing.

Each graduating student receives a transcript of records both in Finnish and English. If the original name of the proposed accredited studies is not in English, and the student wishes to have it marked in English in his English language transcript, he is to note the official English name of the studies in the accreditation application. The Office will enter the data into the student registry and onwards to the transcript.



### **CLAIM FOR CORRECTION**

If the student is not satisfied with the outcome of the accreditation application, he may ask the Head of Programme, either orally or in writing, to rectify the result. Furthermore, if the student is not satisfied with the decision made by the Head of Programme regarding the claim for correction, he may submit the issue to the Board of Examiners of JAMK University of Applied Sciences. The second claim for correction is to be submitted within 14 days of receipt of written notice on the decision made by the Head of Programme. 7 days are counted for serving a notice on a decision.

### **OTHER RECOGNITION OF PRIOR LEARNING**

Other recognition of prior learning is agreed upon by the individual student and his Teacher Educator as a part of the student's personal learning plan and study process. Recognition for prior learning (APTO2013 Teacher's Working Environment 8 cr) is applied for by filling in an application form. The form is available at our website.

#### **Further information:**

Study Counsellor Katariina Jouhiaho

tel. +358 40 752 5358

email [firstname.lastname@jamk.fi](mailto:firstname.lastname@jamk.fi)