**APPLICATION FOR RECOGNITION OF COMPLETED EXAMS**

**Last and first name**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Address:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Email:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

In the academic year 20\_ /20\_ I was/ will be enrolled in \_\_\_\_\_ year of the **study program** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_at Alma Mater Europaea – ECM.

**Study cycle:** Undergraduate / Master / Doctorate (circle)

**Location:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I herewith **request recognition of a completed exam** which I passed at the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ (University name), study program\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ as it follows:

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| --- | --- | --- | --- | --- |
| Subject completed (name of the subject) | **Grade/****ECTS credit points** | **Subject at** **Alma Mater Europaea -ECM** | **Subject value (ECTS) at Alma Mater Europaea -ECM** | **Recognised grade/ ECTS credits (filled out by the institution)** |
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**Along with the application, you are request to submit**:

* **Certificate of a completed exam** (the **original** certificate of the completed exams);
* **Certified content of completed exam (syllabus)**
* **Confirmation of payment** for issuing the Decision on Recognition of Completed Exams in the amount 200 EUR. Transaction accounts (IBAN):
	+ Alma Mater Europaea – ECM: SI56 0312 1100 0565 129 (SKB d.d.)
	+ Alma Mater Europaea – AP: SI56 0312 1100 0729 544 (SKB d.d.)
	+ Alma Mater Europaea – ISH: SI56 0312 1100 0729 447 (SKB d.d.)

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_