



Reference No.:

PA-_____ - _____ (PA-YYYY-lfd.NR.)

(To be completed by the Examination Board)

**Faculty of Business Administration
and Economics | Examination Board**
Webschulstr. 41 - 43
D - 41065 Mönchengladbach

Step 1 of 5 – Personal Data (to be completed by the applicant)

Last Name:	
First Name:	
Street, House Number:	
Postal Code / City:	
Email Address:	
Telephone Number for Questions:	

Step 2 of 5 – Type of Application (to be completed by the applicant)

Application for Advanced Standing (Placement)	
Applicant Number:	
Requested Degree Programme:	
Requested Semester:	

Credit Transfer from state-recognized external universities in Germany state-recognized universities abroad Hochschule Niederrhein a recognized educational institution (Applications for Credit Transfer will only be considered after enrolment at Hochschule Niederrhein)	
Student ID at HSNR:	
Degree Programme:	
Semester:	

Step 3 of 5 – Where were the achievements completed? (to be completed by the applicant)

Name of the previous institution(s) whose study and assessment are to be considered for Advanced Standing and/or Credit Transfer:

Institution Name	Address	Website

[illegible]



Step 5 of 5 – Confirmation of the Application (to be completed by the applicant)

I confirm that I have read the guidance relating to this procedure and that I have submitted all required supporting documentation. I understand that incomplete applications cannot be processed.

I consent to the processing of my personal data for the purpose of considering my application for Advanced Standing and/or Credit Transfer.

Place, Date

Signature

All applications and supporting documents must be submitted by email only:

anerkennung-08@hs-niederrhein.de anerkennung-08@hs-niederrhein.de

Please send:

- the completed application form,
- all required supporting documents as PDF files, and
- any other required documents in a single email.

Please note that incomplete applications cannot be processed. Depending on the volume of applications, processing may take up to three months.

Application Processing (to be completed by the Examination Board)

Placement	
Application submitted on:	
The required application documentation was complete on:	
The application was concluded by decision dated:	
Processed by:	

Recognition	
Application submitted on:	
The required application documentation was complete on:	
The application was concluded by decision dated:	
Processed by:	