



**Information sheet | Request for recognition of coursework and examinations for admission into a degree program in a higher subject-related semester**

**Degree programs in the Faculty of Natural Sciences**

**Submit the following documents:**

1. Complete request form
2. Detailed description of the competences, e.g. excerpt from the module catalog or a detailed lecture outline.
  - It must be absolutely clear and without doubt which year and which coursework / examination the documents included are for.
  - Complete module catalogs cannot be accepted.

**Please sort the module descriptions in the order of the entries in the overview table of your completed coursework/examinations (see page 2 of the request form). The documents must be uploaded all in one PDF document.**

3. Original transcript of records with information on individual grade (to be verified online or confirmed by an authorized office at the issuing university).

**General information:**

All requirements for recognition must be able to be seen in the request and documentation without any further research.

Admission is only possible if the student still has a right of admission to an examination in the degree program for which they are applying.

Admission is usually only possible if coursework and examinations totaling at least one semester's worth of work is recognized.

For degree programs with a restricted number of places, a place must be available.

**In the application process, only those coursework and examinations can be recognized for which proof has been submitted by the application deadline.**

Recognition of additional coursework and examinations may be requested at the Examinations Office within three months after the start of the semester for which admission is granted. If the request is not received by the Examinations Office together with the required documents by the deadline, the right to recognition is lost.

**Important:** The module name in the transcript of records and in the module catalog must be the same! It must be absolutely clear which module content and ECTS points have been assigned which grade. If the documents are incomplete or unclear, a review is not possible. In that case, recognition cannot be granted.

Please also note that when applying for admission to a higher subject-related semester of a Master's program, only coursework and examinations that correspond to the Master's level can be recognized.



**Request form / Recognition of coursework and examinations  
for admission into a degree program  
in a higher subject-related semester**

**Degree programs in the Faculty of Natural Sciences**

**1. Personal information**

<b>Surname, First name:</b>	
<b>Application number:</b>	
<b>E-mail:</b>	

**2. Information on studies at the University of Hohenheim**

<b>Semester</b> for which the coursework/examination is to be recognized	<input type="checkbox"/> Winter semester 20____ <input type="checkbox"/> Summer semester 20____
<b>Degree program</b> for which the coursework/examination is to be recognized	<input type="checkbox"/> Master Earth and Climate System Science <input type="checkbox"/> Master Food Biotechnology <input type="checkbox"/> Master Food Science and Engineering <input type="checkbox"/> Master Bioeconomy
<b>Requested subject-related semester:</b>	

**3. Information on previous studies**

<b>University</b> at which the coursework/examination was done:	
<b>Country:</b>	
<b>Degree program</b> in which the coursework/examination was done:	
<b>Planned degree:</b>	
<b>Number of semesters completed:</b>	



4. Information on completed coursework/examinations								will be completed by the university	
Completed coursework/examination that is to be recognized				Equivalent coursework/examination at UHOH for which the recognition should apply					
Nr.	Name	ECTS	grade	Modul code	Modul name	ECTS	Anerkennung /recognition		
							ja/yes	nein/no	
1									
2									
...									

I hereby bindingly request the recognition of the coursework/examination listed above.  
I attest that the information I gave is correct.

Einstufung in das \_\_\_\_\_. Fachsemester  
Placement in the \_\_\_\_\_ subject-related semester

\_\_\_\_\_  
Datum, Unterschrift der/des Vorsitzenden des  
Prüfungsausschusses

**NOTE: Please add your correctly sorted module descriptions as well as your transcript of records. We recommend merging the documents using a PDF generator (free versions can be found via search engines).**