**APPLICATION FOR RECOGNITION OF COMPLETED COURSES**

The application for the recognition of completed courses is submitted electronically in docx format (word) and sent by email to [referat@almamater.si](mailto:referat@almamater.si) and by ordinary post containing the appertaining documents to the following address:

**Alma Mater Europaea University**

**Slovenska ulica 17**

**2000 Maribor, Slovenia**

The obligatory appertaining documents do not have to be attached in the e-mail, but sent by ordinary post.

**Surname and first name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Home address: *\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***

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

**In academic year 20\_\_ / 20\_\_ I am/will be enrolled in the \_\_ year of study of the \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ study program at the AMEU Dance Academy**

**Level of study: (**Select**) BA, MA**

I would like to request that your University acknowledges the exam I have completed at \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, program \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

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| --- | --- | --- | --- | --- |
| Completed course (name of subject) | Grade /  ECTS points | Subject at  AMEU | Value of subject at AMEU | Acknowledged grade / ECTS (filled out by the Commission ) |
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|  | \_\_\_\_\_\_\_ |  |  | \_\_\_\_\_\_\_ |

Please attach to the application form:

* Certificate of the completed exam (Original copy of the certificate of completed exams);
* Certified content of the subject program (syllabus);
* Court-certified translation of documents above (number 1. and 2.) in Slovene or English;
* Confirmation of payment for the issuance of the Decision on recognition of exams in the amount of **300 Euros** (except for exams completed at Alma Mater) TRR AP: SI56 0312 1100 0729 544.

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_ Signature of student: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_