**Eton University**

**Credit Transfer Claim Form**

**PERSONAL DETAILS**

**First and Last Name**

|  |  |
| --- | --- |

**Email and Phone Number**

|  |  |
| --- | --- |

**Date of Birth, Country of Birth (and residence, if different than birthplace)**

|  |  |
| --- | --- |

**ACADEMIC DETAILS**

**Name of your chosen Eton University course**

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**Name of the qualification that you have, for which you are seeking credit:**

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**Name and location of the institution at which you achieved that qualification:**

|  |
| --- |

**Mode of study for that qualification?**

|  |
| --- |

**Language of study for that qualification?**

|  | |
| --- | --- |

**Type of the educational institution (eg. private/governmental institution, awarding body)**

|  | |
| --- | --- |

**Did you complete and pass all parts of the course?**

|  |
| --- |

**Start date and completion date of course**

| **Start Date:** | **Completion Date:** |
| --- | --- |

**Please identify which parts of the Eton University qualification (in terms of learning outcomes) you believe you have already achieved, and cross reference them to your previous learning.**

**This step involves prior consultation with the Admission team. You should receive a Eton University Program handbook (for the program you seek credit transfer for), outlining the modules and their learning objectives.**

| **Eton University modules** | **Match to previous modules studied** |
| --- | --- |
|  |  |

**SUPPORTING DOCUMENTS**

**Please provide the following documentary evidence**, e.g. in the form of an official transcript or certificate of

results:

* An official transcript of previous academic work or a Diploma Supplement (applicable for UK and European Union students). The transcript must indicate the grade earned (or whether it was pass/fail/withdrawal), the course title, and the number of credits awarded.
* A program overview and module learning outcomes should be included as a supporting document in order for the academic expert to be able to map how closely the previous study matches that of the Eton University’s modules. If an applicant does not have a Diploma Supplement, then a Program Handbook received at the time of their studies outlining program details can be submitted. However, if that is not available, the applicant should contact their university and request these details. Failure to provide sufficient evidence may delay the processing of the application or result in its rejection.

Please give as much information as possible and submit the form, together with supportive documents of the qualification(s), to the Admissions Office at [admission@eton-university.net](mailto:admission@eton-university.net)

The application will then be considered for the recommendation for the award of transfer credits towards your degree and, if successful, will appear on your student record once you have fully enrolled on your course.

**DECLARATION**

***Prior to submitting this application, I have read and understood the Credit Transfer Policy and fulfilled all***

***required details of the Credit Transfer Claim Form.***

**Signature:** ........................................................... **Date: ....................................**

**Please note that it is your responsibility to provide all the information requested. Any failure or delay in doing so may lead to your application not being considered, or a delay in its processing.**

Please ensure that all the following criteria have been satisfied before a decision on whether to award exemptions/advanced entry can be made.

**Admissions Office use ONLY** Tick box



Does the applicant’s course form part of a partnership agreement? If so, which one?

Have you seen a transcript and certificate of previous study? 

Has the student passed all the components of previous study for which they are claiming credit? 

**Name (print)**

**Signature Date**

**Academic department-Program Manager/Dean use ONLY**

Are you satisfied that the level of previous study was equivalent to the modules from which exemption is being sought?

Please confirm that you are satisfied that the Certificated learning is both current and

relevant. 

Please confirm the modules and the number of credits for which exemption is being granted.

| Modules at Eton Approved for full CT: |
| --- |
| Modules at Eton Approved for partial CT:  (in case of partial CT, specify how many credits have been transferred for each module) |
| Total Credits Approved: |
| Modules rejected: |

In accordance with Credit Transfer Policy 2023,I am satisfied that the award of Transfer credit should be ratified in this case and that the integrity of the academic standard of the award has been ensured.

**Academic Manager Name (please print).....................**

**Signature……………….. Date……….**

In accordance with Credit Transfer Policy 2023,I am satisfied that the award of Transfer credit should be ratified in this case and that the integrity of the academic standard of the award has been ensured. 

**Provost Name (please print).....................**

**Signature ……………….. Date……….**