



INFORMATION SHEET FOR STUDENTS

RECOGNITION OF EQUIVALENT DEGREE OR MODULES

According to the Lisbon Convention, examinations taken at other German or foreign universities can be recognised on request, if there are no significant differences in the qualifications acquired. Recognition must be applied prior to the first attempt of the examination for the module which the equivalent achievement is intended to be recognised. The examination board is in charge of the decisions taken on the recognition.

SUBMISSION OF DOCUMENTS

The application for the recognition of examination results is made through application form. It is strongly recommended to consult the programme coordinator before submitting the application. Applications will only be accepted in their entirety and in the form of one single PDF file. Please ensure that the pages of the PDF file are aligned in the same direction and that it is labelled with your surname. Please send your application to the Examination Board (lebensmitteltechnologie.pruefungsausschuss@hs-fulda.de) at least until the given date for admission.

PROCESSING TIME

The deadline for the recognition of examination results is eight weeks. The processing period begins when all the documents required for the decision have been submitted (complete application). Students obliged to inform and to provide the information/documents required for processing.

NOTIFICATION OF ACCEPTANCE/REJECTION

Once the procedure has been completed, students will receive a letter informing them about recognition or rejection. Nevertheless, Grades for recognised examinations would be then and included in the calculation of the overall grades.