

Please submit this signed form together with copies of required documentation to the HTW Berlin Examinations Office after it has been checked by a member of the selection board for your study programme.

## Recognition of modules and/or specialised internships as part of the Master's programme \_\_\_\_\_

Family Name: \_\_\_\_\_

First Name: \_\_\_\_\_

Date of birth: \_\_\_\_\_

Student-ID No.: \_\_\_\_\_

**I have completed the following requirement modules as stipulated by the selection board and request that they be recognised:**

**Specialised internship** comprising \_\_\_ weeks and \_\_\_ credits

**Module/s** comprising \_\_\_ credits (list of modules below)

(min. 15 max. 30 credits)

- Module: \_\_\_\_\_ Prog: \_\_\_\_\_ Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

- Module: \_\_\_\_\_ Prog: \_\_\_\_\_ Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

- Module: \_\_\_\_\_ Prog: \_\_\_\_\_ Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

- Module: \_\_\_\_\_ Prog: \_\_\_\_\_ Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

- Module: \_\_\_\_\_ Prog: \_\_\_\_\_ Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

- Module: \_\_\_\_\_ Prog: \_\_\_\_\_ Credits: \_\_\_\_\_ Grade: \_\_\_\_\_

**Total number of additionally completed credits:** \_\_\_\_\_

If more than 10 credits are required then the Master's programme must be extended by one semester.

The following modules must be completed during the Master's programme, and at the latest **before** application to complete the Master thesis and oral examination, and proof of their completion submitted to the Examinations Office:

- Specialist internship/Module with recognition from selection board
- Certificates per module and credits (form at [http://www.htw-berlin.de/documents/Pruefungsangelegenheiten/Antraege\\_u\\_Formulare/Leistungsnachweis.pdf](http://www.htw-berlin.de/documents/Pruefungsangelegenheiten/Antraege_u_Formulare/Leistungsnachweis.pdf))

[Modules from HTW Berlin do **not** require official recognition via the selection board if they are stipulated as required modules by this selection board (see selection board records).

Only modules from other institutions or modules from other programmes at HTW Berlin require checking and official recognition from the selection board.]

With my signature I hereby confirm that all information given is complete and accurate as stipulated by the records of the selection board.

### Student

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

### Selection Board

Date: \_\_\_\_\_ Name: \_\_\_\_\_ Signature: \_\_\_\_\_