

**Transfer Application from another University of Applied Sciences/
Another Degree Programme within Saimaa UAS**

Personal data	Last name and First name (underline preferred first name)		Social security number (or date of birth)		
	Address				
	Post code and City/town		Domicile		
	Email		Telephone		
	Nationality	Sex <input type="checkbox"/> male <input type="checkbox"/> female	Mother tongue	Language of previous education	
Requested study placement	Degree Programme		Degree		
	Specialisation		Studies started on (autumn/spring term and year)		
Educational background and dates of graduation	<input type="checkbox"/> Upper secondary school, year ____ <input type="checkbox"/> Secondary school graduate, year ____ <input type="checkbox"/> Vocational degree, year ____, what degree ____ <input type="checkbox"/> Other, year ____, what degree ____				
The University of Applied Sciences where I currently study	University of Applied Sciences (attach registration certificate)				
	Degree Programme		Specialisation		
	Entrance examination taken, date and place ____. ____ .20 __, _____		Studies started on (year)	Studies started on (autumn/spring)	
	Credits completed (attach Certificate of completed studies)		Attendance in years	Absences (if applicable)	
	Please tell us why you wish to transfer your studies to Saimaa University of Applied Sciences (attach your answer if needed). Appendix/appendices ____				
Student's signature	Date and signature ____. ____ . 20 __				

Decision by the Dean	() Approved		() Not approved	
	Start studies with group		Details	
	Right to study begins:			
	Date and signature			
For Information	<input type="checkbox"/> Applicant <input type="checkbox"/> Admissions Office <input type="checkbox"/> Student Office of the Faculty (original)			

MV hakemus_siirto-opiskelijaksi_Transfer Application.doc 25.10.2011

**Bring this application along with necessary attachments to the Admissions Office of Saimaa UAS:
Saimaa University of Applied Sciences, Admissions Office, Skinnarilankatu 36, 53850 Lappeenranta**

APPENDICES Certificate of completed studies, Registration certificate

APPLICATION FOR ADJUSTMENT: Adjustment must be requested within 14 days from receiving notification of the decision. The person concerned is considered to have received knowledge of the decision in seven days from the date of sending the letter. The request for adjustment has to be addressed to the Board of Directors at Saimaa University of Applied Sciences. The application must be submitted to the following address: Skinnarilankatu 36, 53850 Lappeenranta.