

Recovering the right to study is possible for a Saimaa UAS student who has not exceeded the statutory study time to complete the degree and who has lost the right to study on grounds of one of the following reasons:

- the student has resigned from the study programme, or
- the student has been registered as having resigned after neglecting the enrolment responsibility.

Personal Data	Last name		Personal identity code (or birthday)	
	First names (underline preferred first name)			
	Address		Postcode and post office	
	Email		Telephone	
	Home municipality	Nationality	Mother tongue	Gender <input type="checkbox"/> Male <input type="checkbox"/> Female
Previous studies at Saimaa UAS	Degree Programme			Studies started on (date)
	Degree and extent of the degree (cr)		Specialisation	
	ECTS completed (Enclose certificate of completed studies)		Beginning of studies (desired date)	
Signature	Date and signature _____. _____. 20____			

Decision by Degree Programme Manager	() Approved () Not approved	
	Start studies with group	Details
	Duration of the right to study ____/____/____ - ____/____/____	
	Date and signature _____. _____. 20____	
For Information	<input type="checkbox"/> Applicant <input type="checkbox"/> Admissions Office <input type="checkbox"/> Student Office of the Faculty (original)	

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.

Appendix	- Certificate of completed studies - The receipt of the handling fee
Payment instructions	<p>According to the legislation (1440/2014) a 50 euro handling fee is applicable.</p> <p>Return the thoroughly filled application together with the receipt of the handling fee to the Student Affairs Office of your campus.</p> <p>The fee of 50 euro is to be paid to account of Saimaa University of Applied Sciences IBAN: IBAN FI47 5000 0120 4424 38 BIC: OKOYFIHH Note: handling fee of right to study</p> <p>The receipt of payment must include the name of the student and the bank archiving code which proves that the payment has been executed.</p> <p>The applications will not be considered if the receipt of the handling fee is not attached.</p>