

APPLICATION FOR RECOGNITION AND EXEMPTION

Faculty of Social Sciences

Deadline: 5 September

In accordance with the [Norwegian Act Relating to Universities and University Colleges](#), Section 3-5, students are entitled to an assessment of whether previous education from other educational institutions can be recognised in the programme to which they have been admitted. The same section also entitles students to apply for exemption from parts of a study programme based on another suitable examination or test.

Please note that you must have been admitted to a study programme at HiOA before you can apply for recognition of courses or exemption from examinations.

You have to submit **one joint application** for all the courses you wish to have considered. A **certified** copy of the diploma(s)/transcript(s) of grades, course descriptions and reading lists for the courses that form the basis for exemption or recognition must be enclosed. We need both **the Norwegian and the English name** of the courses that the application concerns. This information must be clearly stated in the enclosed course description, alternatively in the transcript of records, diploma or diploma supplement.

Your application is likely to be rejected if you fail to enclose all the necessary documentation. Replies to applications are sent in writing to the student's semester address. **Remember to update your semester address in Studentweb.**

Name
Date of birth
Student number

I am applying for exemption from the following courses: (state the correct course names, see current course/programme description)	on the basis of the following exam(s): (state course description, educational institution/study programme)

Students on the Bachelor's Programme in **Business Administration and Economics/Auditing and Accounting** must also complete the reverse side of the form.

Date **Signature**

The application is to be submitted at the Service Centre in Pilestredet 35, or sent to Oslo and Akershus University College of Applied Sciences, Faculty of Social Sciences, P.O. Box 4 St Olavs plass, NO-0130 OSLO.

Students on the Bachelor's Programme in Business Administration and Economics/Auditing and Accounting

If I am granted exemption from a sufficient number of courses to meet the requirements for starting directly in the second or third academic year of the programme, I choose:

The three-year Bachelor's Programme in Business Administration and Economics. **Students must contact Section for Academic Affairs to be registered for elective courses.**

OR

The three-year Bachelor's Programme in Auditing and Accounting

See the course and programme descriptions for information about the requirements that must be met in order for a student to start directly in the second or third academic year of the programme.