

## **Recognition of prior experience**

### **Application form for exemptions from study requirements**

*Document to be completed by **candidates** applying to a study programme at the University of Luxembourg*

**Student ID number:**

(10-digit number on the application form)

**Name:**

**First name:**

**Faculty:**

**Study programme:**

**Academic year:**

You are about to request an **exemption from study requirements** due to your previous educational or professional experience.

**Please indicate which type of experience you intend to validate:**

Educational experience

Professional experience

**Statement of interest:**

(Description of your situation, reasons for your request, etc):

The request concerns placement in a higher semester:

Yes

No

If yes, please indicate which semester:

3

5

Description of your  
**Educational experience**

Please provide the following information for each of your prior educational experience **separately**.

Name and country of the institution	Name of the study programme, certificate, etc.	Status of studies	Study duration	Main fields of study

If you wish to suggest modules/courses which you believe correspond to your prior experience, please fill in the table on **page 4** of this document. A detailed module plan is available on the respective programme pages on [www.uni.lu](http://www.uni.lu).

*Please attach copies of any documents that support your application  
(e.g. transcript of records, programme/module/course descriptions, written assignments/papers).*

Description of your  
**Professional experience**

Please provide the following information for each of your professional experience **separately**.

Name and country of employer/organization	Title of position (as in working contract), type of activity/function	Your status	Starting/end date of activity	Number of hours per week	Full time/part time	Main fields of activity

If you wish to suggest modules/courses which you believe correspond to your prior experience, please fill in the table on **page 4** of this document. A detailed module plan is available on the respective programme pages on [www.uni.lu](http://www.uni.lu).

*Please attach copies of any documents that support your application  
(e.g. transcript of records, programme/module/course descriptions, written assignments/papers).*

In the table below, you may suggest an exemption from the programmes' courses/modules:

Title of course/module you want to be exempted from	Prior experience you find equivalent to a course/module	Explanation of the correspondence

To access the list of courses/modules, a module plan of each study programme can be found on [www.uni.lu](http://www.uni.lu) and under the page of the respective programme.

## Checklist of documents to attach to the application file

### RECOGNITION OF EDUCATIONAL EXPERIENCE:

Copy of diploma(s)

Copy of certificate(s)

Transcript of records

List of courses/learning activities

Module/course description(s)

Other document:

  
  
  
  
  

Other document:

  
  
  
  
  

Other document:

### RECOGNITION OF PROFESSIONAL EXPERIENCE:

Reference from employer(s)

Copy of work certificate(s)

Copy of training certificate(s)

Other document:

  
  
  
  
  

Other document:

  
  
  
  
  

Other document:

  
  
  
  
  

Other document:

## Declaration of honor

I, the undersigned

hereby declare that:

- all information in the present application file is accurate and true, and
- all documentation attached to the present application are copies of authentic documents and certificates.

Signature:

Any fraudulent, fictitious or falsified  
statements will result in the immediate  
suspension of the request.

Date:

Please upload the completed and signed form, together with all supporting documentation, during your online application.