

JOO APPLICATION FORM

INSTRUCTIONS FOR UNIVERSITY STUDENT ADMINISTRATION

4. STATEMENT ON ACCEPTANCE FROM HOME UNIVERSITY (to be filled in by sending university)

Statement:

The statement on acceptance must always include the time period for which the study rights are endorsed. If the study rights or some parts of them are not endorsed, the grounds for declining the rights must be included in the decision.

NB! Cross out the empty lines in section 3 of the form filled in by the student (study modules applied for, code, extent in credits, completion period).

Transcript:

The processing official at the home university makes sure that the receiving university will be sent an official study transcript that is congruent with the information in the application (makes sure the transcript is official, checks the transcript sent by the student, or attaches it to the application).

Signature of decision-maker/processing official:

Depending on the university procedures, signature of either the party making the decision on acceptance or the processing official.

Processing official:

Contact information for the official processing or presenting the application in the university student administration.

5. DECISION BY THE RECEIVING UNIVERSITY ON GRANTING STUDY RIGHTS (to be filled in by receiving university)

Decision:

The study right decision must always include the time period for which the study rights are granted. At most, the study rights may be granted for the period indicated in the statement on acceptance. If the application is declined or accepted in a modified form, the grounds must be indicated in the decision.

Signature of decision-maker/processing official:

Depending on the university procedures, signature of either the party making the decision on acceptance or the processing official.

Processing official:

Contact information for the official processing or presenting the application in the university student administration.