

Skills acquired during work or leisure

1. Click "+Add previously acquired competence" button
2. Enter the required information in the "Existing competence" fields.
3. Click the "Add yourself" tab. After that opens the "Or add the study yourself" form. Enter into the "Name" field a descriptive name of your competence. Define the extent of your competence in credits. Once you've entered the required information, click the "Add" button. Finally, click on the "Save" button.

Once you've completed your application, you can view the information you've saved. If necessary, edit the information using either the "Edit" button or by clicking the Pen symbol. The "Submit application" button sends your application to the selected handler. You can track the status of your application on the Student's Desktop in the ACCREDITATION OF LEARNING (HOT) menu.

▼ Studies or competences

Add your existing studies or skills to which you can already define studies to replace them or leave them open.

+ Add previously acquired competence

+ Add previously completed study

Figure 1: add competence

Add previously acquired competence

☐ Add 10 minutes and view attachments on this page (page approval). If you want to just have detailed information on the study you are requesting to verify transfer you can do it on the next page (page description). If you're requesting credit transfer of competence (skip)

Existing competence

Assessment

Place of performance

Accumulation date

Justifications

Choose teacher

Studies for which accumulation is sought

☒ Exclusion ☒

Choose from the studies in PDF

# (e.g. 1004)	Name (not just in a parenthesis)	Score
V1000000 (+ Add)	Professional Communication	3
V1000007 (+ Add)	Professional English Communication	3
V1000008 (+ Add)	Professional Swedish Communication	3
V1000017 (+ Add)	Basics of Medicine	3
V1000019 (+ Add)	First Aid	3
V1000027 (+ Add)	First Aid	3
V1000025 (+ Add)	Emergency Nursing	3

Figure 2: add competence