

APPLICATION FORM – DEGREE CERTIFICATE including Official Transcript of Records Faculty of Medicine and Health Sciences

Please note that this form includes two pages.

Read all the information carefully.

Please note that all credits should be registered in Ladok before handing in the application form.

If necessary, please give extra information on the last page.

Name		Personal number/Date of Birth	Mobile Phone
Adress		E-mail	
Zip code	City and Country		
Date	Signature		

General Degree	
<input type="checkbox"/> Degree of master of..., 60 credits	Major in
<input type="checkbox"/> Degree of master of..., 120 credits	Major in

Master's Programme (if any)

Supplementary issues

LiU:s notes

2015-12-21

Examenskod	Inriktning	Program	Poäng/hp	Utfärdandedatum
Examenskod	Huvudämne/område	Program	Poäng/hp	Datum f avslutade studier

INFORMATION REGARDING DEGREE CERTIFICATE

With all degree certificates there will be included a Diploma supplement describing the course or programme and defining its academic level in the educational system.

The following documents should be included with the application:

- ❖ **Transcripts of records** printed out from the Student Portal.
 - Please check all information on the print out from the Student Portal carefully, *especially* the title of the thesis/degree project.
 - Please check that you have *all* the courses and credit points on the print out from the Student Portal that you want in the degree certificate. Only completed courses will be included in the degree.
 - If you have passed courses that should not be attached in the degree from a master´s programme, please cross out the course on the transcript.

For courses taken at Linköping University that should *not* be included in the degree certificate, a transcript of records can be issued after application on another form, please see https://www.liu.se/medfak/ledning_kansli/studentenheten/regler-och-blanketter and “Ansökan om kursbevis”.

- ❖ When applying for a degree certificate at the advanced level (Master of science, 60 cr./120 cr.):
 - Certified copies of your **Bachelor´s degree certificate** (s) and **transcript of records** stating which courses included in the Bachelor´s degree certificate, or the equivalent certificates stating eligibility to the Master´s Programme, see the last paragraph below.
 - Please note that for some countries both a Bachelor´s and Master´s degree is required before the academic level is the equivalent of the Swedish “Kandidatexamen”, which is an admission requirement for the Master´s programmes at Linköping University. In that case, please submit your **Master´s degree certificate** and **transcript of records** as well.
 - Please note that EU citizens who do not have a diploma, must be able to prove, by certified copies, that they have at least **180 ECTS credits at an academic level** (corresponding to a Swedish “kandidatexamen”, i.e. Bachelor´s degree).

Completion of these procedures, as outlined, is your responsibility.

The application should be sent to:

Linköping University
Faculty of Medicine and Health Sciences
Student Affairs Office
581 83 Linköping

... or be handed in to:

Campus US
Entrance 75, 76 or 78
Student Affairs Office/Studentenheten

The documents will be sent to you by registered post. Please make sure that you have given the correct address. Mark the envelope “**Application for degree certificate**”.

Questions?

Please contact the Student Affairs Office/Studentenheten, phone 013-28 10 00, or visit us at Campus US, entrance 75, 76 or 78 https://www.liu.se/medfak/ledning_kansli/studentenheten/har-hittar-du-oss