



APPLICATION: LATER STAGE IN A
PROGRAMME/CHANGE IN
SPECIALISATION

Date
HDa dnr

Application: Later Stage in a Programme (Change in Programme/Place of Study) or Change in Specialisation in a Programme

(for more information see <http://www.du.se/en/policy-education> General Administrative Regulations)

Completed applications should be sent to Högskolan Dalarna, 791 88 Falun at the latest May 1 for the autumn term and November 1 for the spring term.

With your application you must include certified copies of certificates of enrolment from the institution of higher education where you are currently registered as a student. You must also include study programmes and course syllabi, as well as literature lists.

.....
Social Insurance Number (Personnummer) Name

.....
Email address Tel/mobile

.....
Address Postal code City/town

I am currently registered as a student at the following university (include your certificate of enrolment):

.....
.....

I am applying to the following programme with start date in the autumn term / spring term

.....
(Name of programme and if applicable specialisation)

Reason for application:

.....
.....

.....
Date Signature

Instructions for Applicants to a Later Stage in a Programme (Change in Programme/Place of Study) or Change in Specialisation in a Programme

Is your application complete?

You can apply to a later stage in a programme (change in programme/place of study) or a change in specialisation in a programme only if you have been studying in that programme for at least one term and if you have completed and passed your courses.

You must include *certified copies* of the following documents so that your application can be assessed and be considered complete:

- Study programme
- Certificate of enrolment
- Course syllabi with literature list for those courses that relate to your application

Course syllabi must agree in terms of the date of certification: that is to say, those course syllabi that were valid at the time you took the respective courses.

What do we mean by certified?

Two people must testify to the fact that the copies of the documents that you are submitting are true copies of the originals. They do so by including their names, signatures and telephone numbers.

Please note that complete applications must be submitted to Högskolan Dalarna at the latest May 1 for the autumn term and November 1 for the spring term.

Incomplete applications will be assessed based on any documentation that we have available to us.

HÖGSKOLAN DALARNA

Student Affairs Office at Högskolan Dalarna