APPLICATION FORM FOR TRANSFER OF ACADEMIC RECORD

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| PERSONAL DETAILS | | ACADEMIC YEAR: 20 – 20 | | | |
| FULL NAME: | | | | | ID CARD: |
| ADDRESS: | | | | TOWN: | |
| POSTCODE: | PHONE: | | EMAIL: | | |
| MASTER'S DEGREE PROGRAMME: | | | | | |
|  | | | | | |

Mark with an X the transfer that applies:

BETWEEN MASTER'S DEGREES AT THE UNIVERSITY OF GRANADA

FROM ANOTHER UNIVERSITY

Granada, [Date]

STUDENT SIGNATURE

Documents to be submitted:

1. Report from the academic committee of the master's programme you are applying for.
2. Certified photocopy of your *licenciado* (full undergraduate degree holder), *arquitecto* (full undergraduate degree holder in Architecture) or *ingeniero* (full undergraduate degree holder in Engineering) degree certificate.
3. Copy of your ID card or passport.
4. Official academic transcript of your completed master's degree or third cycle studies.
5. Once the transfer request has been authorised, you will have to pay the corresponding fees at your home university.

The personal data you provide in this form will be processed by the UNIVERSITY OF GRANADA, with headquarters in Avda. del Hospicio, s/n 18071 Granada, for its relevant purposes. You may exercise your rights of access, rectification, cancellation and opposition by sending a written request to the University of Granada Secretary's Office at the address indicated above, accompanied by a copy of your ID card. This information is provided in accordance with Article 5 of Organic Law 15/1999, of 13 December, on the Protection of Personal Data.

REPORT FROM THE MASTER'S PROGRAMME ACADEMIC COMMITTEE

Granada, [Date]

[DATE]

Signature:

**REPORT FROM THE ADVISORY COUNCIL FOR POSTGRADUATE EDUCATION**

Granada, [Date]

[DATE]

SECRETARY OF THE ADVISORY COUNCIL FOR POSTGRADUATE EDUCATION