



Application for a preliminary assessment of foreign exams

Application deadline: 12th of December 2017

Dear applicant

Please read the information regarding documentation below before you fill in the form (page 2). Please fill in all the information and send the form together with all the relevant documents.

Our processing time is 4-8 weeks for fully documented applications. You will receive a written reply with a secure mail. We will send a code to your mobile phone. So please remember to give us your mobile phone number including the country code.

PLEASE NOTE: this application for a preliminary assessment is not an application for admission to the University. You apply for admission via Optagelse.dk from the 1st of February until the 15th of March.

We only assess completed educational programs. If you are still attending upper secondary / high school, we will only accept your application, if you plan to receive your final diploma in 2018.

Which documents do you need to attach to this application?

- Copies of your original exams: upper secondary / high school exam and higher education if you have studied after upper secondary / high school. Send both your diploma and transcript of records.
- Foreign documents need to be translated into Danish or English by an authorized translator. You do not need to translate documents issued in English, French, German, Norwegian and Swedish.
- Documentation for number of hours in the subjects, which are part of the specific admission requirements.
- Documentation for passed Danish language test - Studieprøven i dansk or Danish A (all undergraduate programs at the University of Copenhagen are taught in Danish).
- If you have documentation for supplementary courses taken in Denmark or abroad.
- If you are citizen in a country outside EU/EES, you need to attach a copy of your residence permit in Denmark.

Please send this form and attachments to optagelse@ku.dk

Application form for a preliminary assessment of foreign exams

Full name:

Mobile phone number (incl. country code):

Date of birth:

E-mail:

I wish to apply for a preliminary assessment of my foreign exams / other educational credentials in order to apply to following BA-program(s) at the University of Copenhagen in 2018:

Passed exams and ongoing education / courses:

Primary school (name of the institution, place and period of time):

Upper secondary / high school exam (title, name of the institution, place and period of time):

Higher education after upper secondary / high school exam (title, name of the institution, place and period of time):

Other education / training / courses (title, name of the institution, place and period of time):

Employment (title, place and period of time):

Other relevant activities:

Danish language qualifications (which test have you passed?):

Citizenship:

What is your citizenship?

If you are not a Danish or EU/EES citizen, do you have a residence permit in Denmark?

- Yes, I have a residence permit (attach a copy)
- No, I do not have any residence permit.

I have filled in all the necessary information and attached all relevant documents