

# Subject Recognition and Approval

## Student Group

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# Subject Recognition and Approval

## What we need

To start the process of getting a mark from another university approved, the following things are needed.

- The recognition document  
This can be downloaded [here](#). Alternatively, the course director (Studiengangsleiter) is also able to give it to you.
- An official certificate stating the mark/grade of the subject.
- An official document stating the ECTS of the subject.  
When the previous university cannot provide the ECTS grading (e.g. the university was not located in the EU)
  - please provide the [Course\\_credit](#) score of your country
  - or another official document stating the specified contact hours (hours with the professor/lecturer) and the expected hours for homework.
- An official document stating the content of the subject.

## the Process

After getting your information, we will check the following:

- Does the German Ministry of Education and Cultural Affairs recognize the former university?
- Is the level of qualification of the former course similar to what we provide here?
- Is the former course comparable regarding the learned competencies?
- Is the former course comparable regarding the level of practice?

After this check, you will get feedback on to which extent the courses in question can be recognized.

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