

# Inclusion of Additional Exams on Transcript of Records\*

This form can be submitted to the ZPA at any time. However, it can be submitted no later than 1 week after the publication of the results of the last examination in the respective course of study. (§ 8 Abs. 3 and 4 ÜPO).

\_\_\_\_\_   
 Student ID number

\_\_\_\_\_   
 Last name, first name

\_\_\_\_\_   
 Phone number for questions

Degree  Bachelor  Master

\_\_\_\_\_   
 Course of study, if applicable: concentration/specialization/occupational field

The following exams are to be included in the transcript of records as additional performance (please fill out all fields completely so that your request can be correctly processed):

Complete Name of the Exam (German <u>and</u> English)	CP	Grade	Date of the Exam	Examiner

I have included the corresponding documentation for the examinations that are not part of my course of study.

The German version has to be signed.

\_\_\_\_\_   
 Date

\_\_\_\_\_   
 Signature

\* This form can only be used for exams taken at RWTH Aachen. Any examination to be included on the transcript must have been completed while you were enrolled in the course of study for which this transcript is created. You must submit a request to the responsible examination board beforehand to get credit for performance at other universities/from abroad.