

Form: Application for recognition of extracurricular activities

Correct as of: 18 November 2024

To be completed by student:

<p>First and last names:.....</p> <p>Student reg. no.:..... e-mail:</p> <p>Activity completed at/with (name of company with address, lecturer etc.):</p> <p>For credit to: <input type="checkbox"/> Optional subjects <input type="checkbox"/> Optional compulsory subjects <input type="checkbox"/> Specialisation MA (max. 3 credits)</p>

Confirmation by senior person / institution (see explanations) on completion of activity:

<p>First and last names of student:</p> <p>Period of work:</p> <p>Full-time/part-time schedule in %: No. hours worked per week:</p> <p>Job title:</p> <p>Main activities:</p> <p>.....</p> <p>.....</p> <p>Responsible person in case of queries (name, e-mail address and function):</p> <p>Date: Signature/Stamp:</p>
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Recognition and number of credits awarded for work (to be completed by academic student advisors):

<p><input type="checkbox"/> ECTS credits awarded for this work.</p> <p><input type="checkbox"/> No credits awarded for this work because:</p> <p>Date: Signature:</p>

Please address queries to: Academic student advisors of Faculty of Economics & Management (studienberatung-wf@unilu.ch)

The following are considered a senior person/institution:

- Traineeship or other work activity: employer / supervisor
- Tutorial: responsible lecturer
- Involvement in scientific research: responsible lecturer
- Participation in projects of the faculty: Faculty member responsible for the project
- Advanced military training: Lic. phil. Andreas Rüdüsüli. Wissenschaftlicher Mitarbeiter Hochschulen (andreas.ruedisueli@vtg.admin.ch)

- **Also required:**
- Final report describing the main activities and how they relate to the content of the degree programme
- Only for advanced military training: Academic certificate (minimum grade of "3" is required), materialised by appropriate qualification