MURANG'A UNIVERSITY OF TECHNOLOGY

OFFICE OF THE REGISTRAR, ACADEMIC AND STUDENTAFFAIRS

APPLICATION FOR CREDIT ACCUMULATION AND CREDIT TRANSFER

SECTION 1 – APPLICANT INFORMATION

NAME: _____   _____   _____
                  Surname   First Name   Middle Name

Tel Phone Number: _____   Email: _____

Programme Applied for: _____

SECTION 2 – To be filled by applicants for Credit Accumulation

Name of Diploma/Professional Certificate: _____

Institution acquired from: _____

Duration of course: _____

Year of Completion: _____   Award granted (if applicable):_____

SECTION 3 – To be filled by applicants for Credit Transfer

Name of Programme: _____

Department: _____

Name of Institution Transferring from: _____

Courses for credit transfer

S/No.	Course Title	Grade Attained
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____

5. _____ _____

6. _____ _____

7. _____ _____

8. _____ _____

9. _____ _____

10. _____ _____

11. _____ _____

12. _____ _____

13. _____ _____

14. _____ _____

15. _____ _____

16. _____ _____

_____ _____

Applicant Signature   Date (dd/mm/yy)

FOR OFFICIAL USE ONLY

Please review this request and the attached materials to make specific recommendations concerning recognition of the prior learning undertaken by the applicant or credit transfer. Please use the space below for your recommendations and comments.

I recommend/do not recommend   _____   _____
                                                    CoD Name & Signature   Date

I recommend/do not recommend   _____   _____
                                                    Dean Name & Signature   Date

I recommend/do not recommend   _____   _____
                                                    Registrar (ASA) Signature   Date

I recommend/do not recommend   _____   _____
                                                    DVC (ASA) Signature   Date

I approve/do not approve   _____   _____
                                      Vice Chancellor Signature   Date

Notes

1. You are required to contact the relevant department prior to submitting the application to determine which of your previous studies or qualifications are likely to be relevant.

2. If you seek to transfer credit from another educational institution or need recognition of diploma or professional studies undertaken elsewhere other than MUT, attach an official certified copy of the original Diploma or Professional Certificate, showing the courses and grades achieved.

3. For credit transfer, also attach a course outline duly certified and published by the releasing educational institution. Provide as much detail as you can provide to help in the evaluation of your request.

4. Submit a hard copy of the application addressed to The Registrar (ASA), Murang'a University of Technology, P.O. Box 75 10200 Murang'a and a soft copy emailed to admissions@mut.ac.ke.