



REGISTRATION FORM: INDIVIDUAL STUDY UNITS

With this form, you may request registration of credits for studies where there is no prior registration in Sisu (for example conferences, publications and other independent studies).

Fields marked with an asterisk (*) can be found in Sisu.

Doctoral researchers: Complete the form and send it to the person responsible* for registering the credits (approver) together with any additional required documents such as written reports, abstracts, certificates, published article etc.

Approvers: After checking the course information details, please send the form to assessment@helsinki.fi for registration. When estimating the credits achieved, please note that 1 ECTS is equivalent to approximately 27 hours of work.

If supervisor/s **are not employed** by the UH, the coordinating academic (formerly known as responsible professor) of the doctoral thesis may accept the course/s. The coordinating academic from the Faculty was named at the post-graduate study right application stage. **In all other cases supervisor/s can accept the course/s.**

DOCTORAL RESEARCHER		
Surname/Last name		First name(s)
Student number		Email address
Course code*	Course name*	
Course scope (ECTS)*	Language of course*	
Credits achieved (ECTS)	Grade	Award date
Additional information to be included in the study transcript (in three languages, max. 200 characters / language)		
Course approver's name*		Course approver's email address