1398040000.441.15.

Łódź (date)………………

……………………………………………..  
(Student’s name and surname)

……………………………………..........  
(Student’s album number)

…………………………………………….  
(Field of studies, speciality)

……………………………………………..  
(Year of studies)

**Vice-Dean of Student Affairs**

**Faculty of International and Political Studies of UL**

I kindly ask for a transfer from the Faculty ……………………………………………………………..to the Faculty of International and Political Studies to full-time/part-time studies\*, first/ second degree\* of the field of studies ………………………………………………………..……………… speciality ................................................ academic year 20............/20.............

My request is justified by the following fact(s):……………………………………………………………………… ………………………………………………………………………………………………………………………………………………. ..........................................................................................................................................................................................................................................................................................................

I undertake to count any program differences within the prescribed period.

Thank you for considering my request.

……………………….………………………………………..  
(student’s signature)

To be completed and confirmed by the Dean's office of the home university:

At the above-mentioned university, the student completed ................ semesters of studies and obtained the average grade of ......................

……………………………………….……………………………………………

date and signature of the Student's office employee

Resolution: I consent/I do not consent\* to transfer to first/second cycle of studies in the field of……………………………………………………….specialization…………………………………………….…….. in the 20………../20…………… academic year

At the same time, I oblige to provide the following documents:

1. copy of High School Diploma (in the case of first-cycle studies) or a copy of the diploma with the transcript (in the case of second-cycle studies).

2. opinion of the Dean of the home university regarding transfer.

……………………………………………………………..

(date and signature of the Vice-Dean)

The student was informed about the content of the decision immediately after its issuance, electronically, to the address with the domain identified with the University of Lodz/in person\* on…………………………

..……………….………………………………………….

(stamp and signature of a BOS employee)

The day of delivery of the decision is the day the student is informed about its content. Within 14 days from the decision receiving students may apply to the Rector to reconsider the case. The Rector's decision is final.

\*delete as appropriate