IU | INTERNATIONAL UNIVERSITY OF APPLIED SCIENCES

B.SC. AI IN BUSINESS

Individual application for recognition/

Crediting of previous achievements for the study programme

Do you have any work experience for which there is no general recognition option, or have you already studied at another university? Then use our "Individual Application for the Recognition of Previous Achievements".

Please read our guidelines in advance. Here you will find important information on how to fill out the application and on the transfer process of previous achievements.

We will be happy to check in advance whether and to what extent we can recognize your achievements. You do not have to enroll straight away!

We only need simple (i.e. not certified) copies of your relevant certificates.

- First you fill in the field with your personal data.
- **On page 3** you will find an overview of all modules and courses in your programme. Please check whether you can document relevant previous experience based on our curriculum. Now select the modules/courses for which you would like to receive credit and enter the relevant information.
- **Important:** Compare your previous academic achievements or verifiable professional experience with the content of the individual modules. You can find the module descriptions in the "Module Handbook".

Example: In this excerpt you can see how you should fill in the table (examples in **bold**):

Module	Course-Code	Course-Name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/ Workload	Recognized/credited ECTS-CP	Reason für denial
Leadership 4.0	DLBWPLS01-E	Leadership 4.0	5	**Seminar, SS 2009**	**Sample university**	**5 ECTS/ 5 SWS**	To be filled in by our university	To be filled in by our university
Computer Training	BCTR01-01	Computer Training	5	**Activity as a customer advisor**	**Sample company**	**2015-2018 40h/ Week**	To be filled in by our university	To be filled in by our university

- Finally, you submit your application including the necessary documents (see checklist): **Done!**

Our tip: To help us process your application even faster, it is helpful if you name your documents by Content_FirstName_LastName.

For example:

Certificate_Max_Sample

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WHAT COMES NEXT

1. We will confirm the receipt of your application and request further documents if needed.
2. We will send you a message as soon as we have forwarded your processed request to the examination board for final approval.
3. You will get the result of your recognition.
4. We will forward the result of the recognition to the examination office so that your recognized achievements are recorded in your performance overview in myCampus. However, this will only happen after your official enrollment.

In the event that the start of your studies overlaps with the review of your application for recognition Please do not enroll in any of the courses for which you have applied for recognition when you start your studies. We can only register your recognized courses after the recognition process has been completed and after your enrollment.

Your advantage: You are not bound to a fixed schedule when choosing courses, you are completely flexible.

In case of new study programmes, the new modules are only available at the beginning of the respective semester (see study schedule full-time model in the download area of the website).

Note: Once you have registered for recognition of prior learning, you will no longer be able to take an exam in this course If you have registered for an examination for a module that is also being reviewed for recognition, your application for recognition for this module is invalid according to § 7 (1) of the IU International University of Applied Sciences general Examination Regulations.

INDIVIDUAL APPLICATION FOR THE STUDY PROGRAMME B.SC. AI IN BUSINESS (FS-OI-EU-BAAIBE)

Personal data	
☐ 1. Application for recognition	☐ _____ Follow-up application for recognition
Title[1]	
First name[1]	Last name[1]
Street[1]	
Postal Code[1]	City[1]
Phone[1]	E-Mail[1]
Matriculation number (alternatively: date of birth) [1]	

[1] Required fields

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FUNDAMENTAL AREA³

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP¹	Reason for denial²
Business 101	DLBBAB01_E	Business 101	5					
Artificial Intelligence	DLBDSEAIS01	Artificial Intelligence	5					
Introduction to NLP	DLBAIINLP01	Introduction to NLP	5					
Introduction to Academic Work	DLBCSIAW01	Introduction to Academic Work	5					
Project: AI Excellence with Creative Prompting Techniques	DLBPKIEKPT01_E	Project: AI Excellence with Creative Prompting Techniques	5					
Principles of Management	DLBBAPM01_E	Principles of Management	5					
Advanced NLP: Generative AI in Business Applications	DLBAIBEANGAIBA01	Advanced NLP: Generative AI in Business Applications	5					
Deep Learning in Business Contexts: Predictive Analytics	DLBAIBEDLBCPA01	Deep Learning in Business Contexts: Predictive Analytics	5					
Ethics and Legal Aspects in AI	DLBAIBEELAAI01	Ethics and Legal Aspects in AI	5					
Project: AI Product Commercialisation	DLBAIBEPAIPC01	Project: AI Product Commercialisation	5					
Advanced Data Analysis	DLBDSEDA01	Advanced Data Analysis	5					

1 ECTS-CP = 30 hours

³ -

¹ to be filled in by the examination board

² Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

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Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Business Intelligence and Data Visualization	DLBAIBEBIDV01	Business Intelligence and Data Visualization	5					
Change Management	DLBDBCM01_E	Change Management	5					
Augmented, Mixed and Virtual Reality	DLBMIAMVR01_E	Augmented, Mixed and Virtual Reality	5					
Project: NLP in Business Applications: Customer Service Automation and Sentiment Analysis	DLBAIBEPNBACSA01	Project: NLP in Business Applications: Customer Service Automation and Sentiment Analysis	5					
AI Talent Development	DLBAIBEAITD01	AI Talent Development	5					
Process Automation	DLBAIBEPA01	Process Automation	5					
Data Analytics and Big Data	DLBINGDABD01_E	Data Analytics and Big Data	5					
Seminar: Ethical Innovation	DLBAIBESEI01	Seminar: Ethical Innovation	5					
Project: AI Change Management	DLBAIBEPAICM01	Project: AI Change Management	5					

1 ECTS-CP = 30 hours

[1] to be filled in by the examination board

[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

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ELECTIVE A⁴

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP¹	Reason for denial²
Corporate Finance and Investment	DLBCFIE01	Corporate Finance and Investment	5					
Digital Finance and Controlling	DLBFMDFC01_E	Digital Finance and Controlling	5					
Supply Chain Management I	DLBDSESCM01	Supply Chain Management I	5					
Supply Chain Management II	DLBDSESCM02	Supply Chain Management II	5					
International HR Management	DLBINTIHR01_E	International HR Management	5					
Digital HR	DLBPEDHR01_E	Digital HR	5					
International Marketing	DLBDSEIMB01	International Marketing	5					
Online Marketing	DLBMSM01-01_E	Online Marketing	5					
Social Commerce	DLBOMSC01_E	Social Commerce	5					
Project: Campaigns in Social Media	DLBOMPSMK01_E	Project: Campaigns in Social Media	5					
Product Development in Industry 4.0	DLBINGPE01_E	Product Development in Industry 4.0	5					

1 ECTS-CP = 30 hours
¹ to be filled in by the examination board
² Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

⁴ Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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Module[2]	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Production Engineering Industry 4.0	DLBDSEAR01	Production Engineering Industry 4.0	5					
Applied Sales I	DLBDSEAS01	Applied Sales I	5					
Applied Sales II	DLBDSEAS02	Applied Sales II	5					
Healthcare Management	DLBIHMHM01	Healthcare Management	5					
International Health Systems	DLBIHMIHS01	International Health Systems	5					
Automation Technology	DLBROEIRA02_E	Automation Technology	5					
Product Development in Industry 4.0	DLBINGPE01_E	Product Development in Industry 4.0	5					
Electrical Engineering	DLBINGET01-01_E	Electrical Engineering	5					
Customer Relationship Management	DLBCRM01_E	Customer Relationship Management	5					
Agile Project Management	DLBCSAPM01	Agile Project Management	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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ELECTIVE B[4]

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
FinTechs (Overview and Technological Basics)	DLBFMWFT01_E	FinTechs (Overview and Technological Basics)	5					
FinTechs (Disruptive and Innovative Approaches)	DLBFMWFT02_E	FinTechs (Disruptive and Innovative Approaches)	5					
Introduction to the Internet of Things	DLBINGEIT01_E	Introduction to the Internet of Things	5					
Product Development in Industry 4.0	DLBINGPE01_E	Product Development in Industry 4.0	5					
Introduction to New Work	DLBNWENW01_E	Introduction to New Work	5					
Project: New Work	DLBPEPNW01_E	Project: New Work	5					
Social Media Marketing	DLBMSM02-01_E	Social Media Marketing	5					
Project: Marketing Analytics	DLBDBPMA01_E	Project: Marketing Analytics	5					
Search Engine Optimization - SEO	DLBECSEO01_E	Search Engine Optimization - SEO	5					
Search Engine Advertising - SEA	DLBECSEA01_E	Search Engine Advertising - SEA	5					
Digital Future Industry	DLBLOISCM201_E	Digital Future Industry	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

Module[2]	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
E-Commerce I	BWEC01-01_E	E-Commerce I	5					
E-Commerce II	BWEC02-02_E	E-Commerce II	5					
Introduction to Biomedical AI	DLBAIBEIBAI01	Introduction to Biomedical AI	5					
Pharmaceutical Management	DLBIHMPCM01	Pharmaceutical Management	5					
Smart Factory I	DLBDSESF01	Smart Factory I	5					
Production Engineering Industry 4.0	DLBDSEAR01	Production Engineering Industry 4.0	5					
Electrical Machines and Energy Technology	DLBAETEME01_E	Electrical Machines and Energy Technology	5					
Consumer Behavior	DLBMPS02_E	Consumer Behavior	5					
Business Consulting I	BWCN01_E	Business Consulting I	5					
Project: Generative AI in an Enterprise Context	DLBFMPGKIU01_E	Project: Generative AI in an Enterprise Context	5					

1 ECTS-CP = 30 hours

[1] to be filled in by the examination board

[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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ELECTIVE C⁴

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP¹	Reason for denial²
Start-Up Financing	DLBEPGF01_E	Start-Up Financing	5					
Project: AI in Finance	DLBAIBEPAIF01	Project: AI in Finance	5					
Green and Social Logistics	DLBBWGSL01_E	Green and Social Logistics	5					
Project: AI in Logistics	DLBAIBEPAIL01	Project: AI in Logistics	5					
Leadership 4.0	DLBWPLS01_E	Leadership 4.0	5					
Project: AI in HR	DLBAIBEPAIHR01	Project: AI in HR	5					
User Experience	DLBMIUEX01_E	User Experience	5					
Seminar: AI in Marketing & E-Commerce	DLBOMSKIMEC01_E	Seminar: AI in Marketing & E-Commerce	5					
Project: Cross Media Marketing	DLBOMPCMM01_E	Project: Cross Media Marketing	5					
Seminar: AI in Marketing & E-Commerce	DLBOMSKIMEC01_E	Seminar: AI in Marketing & E-Commerce	5					
Introduction to the Internet of Things	DLBINGEIT01_E	Introduction to the Internet of Things	5					

1 ECTS-CP = 30 hours
¹ to be filled in by the examination board
² Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

⁴ Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Project: AI in Production	DLBAIBEPAIP01	Project: AI in Production	5					
Sales and Distribution	DLBMASD01_E	Sales and Distribution	5					
Seminar: AI in Marketing & E-Commerce	DLBOMSKIMEC01_E	Seminar: AI in Marketing & E-Commerce	5					
Global Health	DLBIHMGH01	Global Health	5					
Seminar: Technology in Healthcare	DLBIHMSTHC01	Seminar: Technology in Healthcare	5					
Supply Chain Management I	DLBDSESCM01	Supply Chain Management I	5					
Seminar: Human-Robot Interaction	DLBROSHRI01_E	Seminar: Human-Robot Interaction	5					
Personal Career Plan	DLBKAENT01_E	Personal Career Plan	5					
Personal Elevator Pitch	DLBKAENT02_E	Personal Elevator Pitch	5					
Business Consulting II	BWCN02_E	Business Consulting II	5					
Collaborative Work	DLBCSCW01	Collaborative Work	5					
Conflict Management and Mediation	DLBWPKUM01_E	Conflict Management and Mediation	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Corporate Planning and Simulation	BUPL01_E	Corporate Planning and Simulation	5					
Energy Industry	DLBAETWET02_E	Energy Industry	5					
Project: SAP S/4HANA - Financial Company Setup incl. Human Capital Management	DLBSAPBPI01	Project: SAP S/4HANA - Financial Company Setup incl. Human Capital Management	5					
Project: SAP S/4HANA - Business Processes	DLBSAPBPI02	Project: SAP S/4HANA - Business Processes	5					
Project: Dynamics 365 Business Central - Financial Company Setup	DLBMSERP01	Project: Dynamics 365 Business Central - Financial Company Setup	5					
Project: Dynamics 365 Business Central - Business Processes with Focus on Sales and Distribution	DLBMSERP02	Project: Dynamics 365 Business Central - Business Processes with Focus on Sales and Distribution	5					
Studium Generale I	DLBSG01_E	Studium Generale I	5					
Studium Generale II	DLBSG02_E	Studium Generale II	5					
Project: Low-Code Development	DLBDBEPLCD01	Project: Low-Code Development	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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ELECTIVE D[4]

Module	Course Code	Course name	ECTS-CP	Type of achievement (e.g.university course, professional experience etc.)	Institution	ECTS-CP/Workload	Recognized/credited ECTS-CP[1]	Reason for denial[2]
Internship: Business & Management	DLBBWPWM01_E	Internship: Business & Management	30					
Project: Digital Business Models	DLBWPPDBM01_E	Project: Digital Business Models	5					
Project: Business Intelligence	DLBCSEBI02	Project: Business Intelligence	5					
Intercultural and Ethical Decision-Making	DLBCSIDM01	Intercultural and Ethical Decision-Making	5					
Digital Skills	DLBDS01_E	Digital Skills	5					
Interaction and Communication in Organisations	DLBKPSIKO01_E	Interaction and Communication in Organisations	5					
Seminar in Current Topics in Digitalization	DLBDBATD01_E	Seminar in Current Topics in Digitalization	5					

1 ECTS-CP = 30 hours
[1] to be filled in by the examination board
[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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EVALUATION

Area	Recognized/credited ECTS-CP [1]	Total recognized/credited ECTS-CP
Fundamental Area		
Elective area		

[1] To be filled in by the examination board only

   1 ECTS-CP = 30 hours

[1] to be filled in by the examination board

[2] Processing note in case of rejection: 1 Scope of work not sufficient; 2 Significant differences in content/ requirement level have been identified; 3 Certification not sufficient ; 4 Submit certificate with language level according to European reference framework; 5 Other

[4] Choose two of the modules. Each module and course can only be selected once. Choose either the module DLBBWPWM_E Internship: Business & Management with 30 CP or the 6 alternative modules in Electives D. The alternative modules in Electives D can be taken

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Your checklist: Everything done?

We need these documents to check your recognition:

Please send us simple copies, as we cannot return your documents to you.

We will be happy to review your application even without certified copies.*

RECOGNITION OF ACHIEVEMENTS FROM A COURSE OF STUDY (UNIVERSITY ACHIEVEMENT)

☐ Transcript/ Performance overview of the achieved study achievements and ECTS-CP/number of hours

☐ Module handbooks & course content (German or English)

☐ In case of study achievements at foreign universities: Overview of their evaluation system

CREDITING OF ACHIEVEMENTS FROM EDUCATION/TRAINING

☐ Official proof of completed training or further education (e.g. IHK examination certificate, diplomas)

☐ Description of the imparted subject contents - proof of the achieved achievements and teaching hours

☐ In case of continuing education achievements at foreign institutes: Overview of their evaluation system

CREDITING OF CERTIFICATES

☐ Description of the imparted contents and/or proof of the temporal extent

☐ In the case of further qualification achievements at foreign institutes: Overview of the assessment system

CREDITING OF ACHIEVEMENTS FROM WORK EXPERIENCE

☐ Official proof of activity of the employer
(including the following information: Detailed description of the function, the tasks as well as the period of time).
  – Please use the form "Employer confirmation" for this purpose. You can find it in our online recognition area, where you will also find your individual application form
  – Or, alternatively, submit a qualified job reference (including all the above information)

If you have any questions, please contact our student counselling service.

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TO BE COMPLETED BY THE UNIVERSITY[1]

Previous achievements to the extent of _____ ECTS-CP will be recognized/credited via the courses marked in the table.

☐ Sufficient proof of achievements was submitted

Should an entrance examination be required in the course of the examination of the admission requirements for entry into the study programme, individual modules (which are then the subject of the necessary entrance examination) cannot be credited to you, since the examinations of these modules are necessary in order to acquire the university entrance qualification. The courses to be taken are subject-specific.

This request was processed on: _____

The decision about the creditability of the achievements is made by the examination board. The recognition decision was reviewed and approved by the examination board of the IU International University of Applied Sciences.

This notice was created by machine and is valid without signature.

Information on legal remedies

An appeal against this decision can be lodged in writing or on record with the Examination Board of IU International University of Applied Sciences within one month of notification. (recognition-online@iu.org)

Further proof or missing documents must be submitted within 2 weeks after receipt of the appeal. If the objection is not substantiated, a decision will be made on the basis of the files.

In case of an appeal, the entire recognition decision will be reviewed again. We expressly point out that a deterioration with regard to the recognized ECTS number is possible.

[1] Will be filled in by the university
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