**REQUEST FOR TRANSFERRING FROM ANOTHER HIGHER SCHOOL TO THE UNIVERSITY OF WROCŁAW**

Wrocław, on

Student's name and surname:

Student’s identification number:

Place of residence:

Contact (e-mail address, phone number):

Field of study:

Year of study:

Studies: first-cycle/second-cycle full-time/part-time

**Mr/Ms**

**vice-dean of the Faculty of Letters of the University of Wrocław**

I hereby request for admitting me to the following field of study:

specialisation:

for semester. So far, I have studied at

in the following field of study:

specialisation:

I declare that I have passed the semester of studies and

have fixed all formalities with the previous higher school.

My grade average is

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

Previous higher school dean’s consent to transfer

Opinion and signature of the institute head

I enclose the following documents:

1. Grade average certificate
2. List of achievements from the previous higher school

Yours sincerely,

(handwritten signature)