

# Since May 30th 2019 students can apply for credit transfer online

An electronic application form for credit transfer is now available. Applications can be made in the Nintex workflow system in the university's Sharepoint environment. An Aalto user account and password will be needed for making an application.

## Making decisions for credit transfer

The decision for credit transfer are made by the responsible teacher of the course, study module or degree programme based on a decision proposal made by the Learning Services.

The decision maker will get an e-mail notification of a new application containing a direct link to the decision form and user instructions. An Aalto user account and password will be needed signing in.

## Online application on pilot test use since Jan 2nd 2019

The bachelor and master degree students of the School of Business and the School of Science were able to apply for credit transfer using the online application form since the beginning of this year. The application has been improved based on the feedback received during the pilot testing.

About 120 applications were made during the pilot testing.

## Instructions and feedback

Instructions for the student and the link to the application in [Into](#).

Instructions for makers of the [decisions](#) and [decision proposals](#) in ICT for Learning team's wiki.

Feedback on the electronic credit transfer process and the forms are very welcome by e-mail to [nintex-les@aalto.fi](mailto:nintex-les@aalto.fi).