

## Background Paper - Description of foreign qualifications

The Swedish Council for Higher Education (UHR), evaluates foreign education that has led to a qualification and is documented with a degree certificate and official transcript/relevé de notes.

If you lack documents from parts or all of your higher or post-secondary education, you may apply for a **background paper** instead of a recognition statement.

You need to fill in information in this form and submit with your application. The background paper bases both on the information you provide and the knowledge UHR has about your education, therefore it is important that you take time to complete the form carefully.

A background paper is not the same as a recognition statement, where UHR has also checked the authenticity of the study documentation.

### How to apply for background paper

- To apply for a background paper you go to the web-based application form at [utbildningsbedomning.uhr.se](http://utbildningsbedomning.uhr.se) (english version).
- Fill in this form, save and submit (upload) with your online application together with other documents that you might have, this could include your CV, study and/or work experience, photographs, essays/project work, membership cards for student organisations.
- You can also submit this form and the documents needed separately, if you eg. already have made an application.

Sign the declaration stating that the documents you are appending and the information you are submitting about your education are genuine.

Remember that if your application is incomplete or if what you say does not agree with other information that UHR has, we can close your case without providing you with a background paper.

## Compulsory information – background paper

Why do you need a background paper? (To apply for work/further studies/other) Maximum 500 characters

What is the reason to why you do not have all of your formal documentation? Maximum 1000 characters

Have you tried to obtain your formal documentation?

Yes

No

Describe how you have tried to obtain your formal documentation. If no, describe why you have not tried. Maximum 1000 characters

## Personal details

First name:

Last name:

Any previous names:

Personal ID number:

E-mail address:

Address:

UHR's registration number:

(If you already have applied for recognition of your qualification)

## Description of the education

Name of the education institution:

City, state:

Country:

Have you completed your education and received a qualification?

Yes

No

How long was the education? (Full-time study, number of years/credits)

What were the admission requirements for the education you wish to evaluate?

What year did your education start?

What year did you finish the education?

What year did you receive your qualification?

What is the name of your qualification/degree title? In the original language (and translated to English).

## If you cannot obtain documents that describes the content of your education (official transcript, you can describe it here

What did your studies specialise in?

Describe the courses/modules that were included, in as much detail as possible.

Course 1

Course 2

Course 3

Course 4

Course 5

Course 6

Course 7

Course 8

Course 9

Courses - continue

Course 10

Course 11

Course 12

Course 13

Course 14

Course 15

Did the education include field trips, laboratory work, obligatory study visits? Yes No

Did the education conclude with a degree project? Yes No

Describe the subject, title, language and number of pages:

Describe the degree project's scope in weeks or credits:

Is your degree project available online? Yes No

What is the degree project's url?

Was a placement included in your education? Yes No

Describe the scope of the placement in weeks or credits:

Does the education qualify you for a specific profession? Yes No

Which profession?

How many years did you attend school before starting this education?

In which country did you go to compulsory/upper secondary school?

## **Work experience**

Have you been employed since receiving your qualification? Yes No

Employer, tasks, period of employment:

Employer 1:

Employer 2:

Employer 3:

Employer 4:

Employer 5:

Employer 6:

**I have the following documents to prove that I have the above higher education**

Please mark the checkbox next to each document you have.

Officials documents issued by the education institution (official transcripts, degree certificates)

Other documents issued by the education institution (course grades, parts of transcripts, student ID)

Degree project

Yearbook

Certificates from employers

Certificates from unions

Other

*By clicking the box below, I  
declare that the information  
provided in this application is  
true.*

I solemnly declare that the information provided in this application is true.  
I am aware that providing false information may be punishable by law.

**If you have other information about your education that might be helpful, write it here**

Maximum 1000 characters