

VERIFICATION FORM for Upper Secondary School

INFORMATION FOR THE APPLICANT AND THE INSTITUTIONS

INFORMATION FOR THE APPLICANT

Who fills in this form?

This form must be filled in by your institution. The Verification Form must be stamped and signed by your institution to be accepted. If your entry qualification consists of studies at two or more institutions, each of them must fill in a form.

The institution must fill in the number of hours of instruction (of 60 minutes) for each relevant subject you have studied during the final three years of your education as detailed below.

You do not have to include this form, if you have one of the following educations:

- Upper secondary educations from: Sweden, Norway, Finland and Island
- International / European / Danish-French Baccalaureate
- (i)GCSE/GCE

The Verification Form must be supported with the following documentation:

- Original Diploma and Transcript of Records from the upper secondary education
- Official translations of the original Diploma and Transcript of Records from the upper secondary education

Please note, Roskilde University does not accept language tests (e.g., TOEFL) to prove your language skills.

See [this](#) page for full list of required documentation.

INFORMATION FOR INSTITUTIONS

Who fills in this form?

This form must be filled in by the institution. The Verification Form must be stamped and signed by the institution to be accepted.

If the entry qualification consists of studies at two or more institutions, each of the institutions must fill in a form.

Roskilde University requires applicants to submit a form detailing the number of hours (of 60 minutes) of instructions from the upper secondary education to check if the applicant meets the specific admission requirements for the desired bachelor program. If this information is not provided, Roskilde University cannot process the application.

- If the hours of instruction consist of 45 minutes, they must be converted to hours of 60 minutes first.
- The hours of instructions **cannot** include preparatory hours the student may have done.
- If the subject titles on the form does not correspond to subjects on the transcript, please see the subject guide for which disciplines each of the overall subjects includes.
- Only courses that are passed or expected to be passed may be included.

Thank you for your kind support to your former students and our possible prospective student.

SUBJECT GUIDE FOR INSTITUTIONS

Roskilde University considers the following subjects as containing a variety of different subjects that may be used to supplement the applicants' specific subject requirements. Please note this is a guide and not an exhaustive list as we recognize that categorical subjects are not universal.

- **English and other foreign language:** Lessons cannot be based purely on grammatic and verbal understanding of the language. The language lessons must include, or be supported by additional subjects, History, Culture and Sociological content related to the language.
- **Mathematics:** Disciplines included are Algebra, Reduction, Fractions, Statistics and Percentages, etc.
Disciplines not included: Economics.
- **History:** Disciplines included are Contemporary & Ancient History, Geographic & Cultural History **or** History of Ideas.
Disciplines not included: Philosophy, Art History, etc.
- **Social Science:** Subjects that include Politics, Economics **and** Sociology.
All three disciplines must be a part of the subject.

**VERIFICATION FORM
UPPER SECONDARY EDUCATION**

PERSONAL DETAILS	
Name of the student	Date of birth (<i>dd-mm-yyyy</i>)
UPPER SECONDARY EDUCATION	
Name of the upper secondary school	
Name of the upper secondary education <i>Diploma title in the original language</i>	
Country of the upper secondary school	
Primary language used in upper secondary education	

NUMBER OF HOURS OF INSTRUCTION OF 60 MINUTES				
<i>Please note, we only accept total hours per study year. We do not accept credit, points, hours per week, etc.</i>				
	3rd last year of upper secondary education	2nd last year of upper secondary education	Last year of upper secondary education	Total number of hours of instruction
Year of attendance <i>E.g., 20/21, 21/22, 22/23, etc.</i>	/	/	/	
Study Year <i>E.g., Grade 10, Grade 11, Grade 12, etc.</i>				
ALL BACHELOR PROGRAMS				
English				
INTERNATIONAL BACHELOR IN NATURAL SCIENCES				
Biology				
Biotechnology				
Chemistry				
Geoscience				
Mathematics				
Physics				
INTERNATIONAL BACHELOR IN SOCIAL SCIENCES				
Mathematics				
History				
Social Science				
BACHELOR IN GLOBAL HUMANITIES				
History				
One additional language <i>E.g., French, Spanish, etc.</i>				
Started in upper secondary education	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Started prior to upper secondary education	<input type="checkbox"/> Yes	<input type="checkbox"/> No		
Mathematics <i>Only relevant if you consider studying one of the following subject modules:</i>				
<ul style="list-style-type: none"> • <i>Business Studies</i> • <i>International Studies</i> 				

We hereby declare that the above information is correct.

Date and place

Stamp and signature of the headmaster or registrar of the institution