

Completion Aid for Recognitions

How to enter recognitions into *AkademieOnline*

Information Communication Technologies

Status: 05 March 2020

Table of contents

- Introduction 3**
 - General information 3
 - Links 3
- Recognitions 4**
 - Internal recognitions 4
 - External recognitions..... 14
 - Tips 23

Introduction

General information

This information document is intended to help you enter into *AkademieOnline* recognitions of achievements you have accomplished at the Academy of Fine Arts (internal recognition) or at other educational institutions in Germany and abroad (external recognition). The purpose of a recognition is that an existing achievement is recognised/credited for a compulsory subject or as a free elective course.

In general, only fields with a yellow background are mandatory fields in *AkademieOnline* and must be filled in. When entering achievements, these must be entered using the same wording as in the respective certificate of achievement .

Should you have any technical questions or problems, please contact our IT Services (Information Communication Technologies) by e-mail at support@akbild.ac.at or by phone under +43 1 58816-1717.

You can change the system language to English in the upper right corner:



Links

AkademieOnline:

- https://campus.akbild.ac.at/akbild_online/webnav.ini

IT Services for students (here you will find more information documents on various issues):

- https://www.akbild.ac.at/portal_en/studies/studieninfos_en/it-service-for-students/it-service-for-students?set_language=en&cl=en

Accreditation regulations:

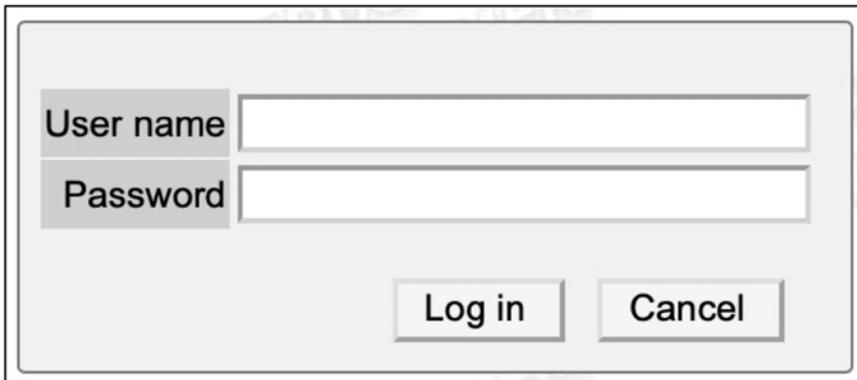
- https://www.akbild.ac.at/portal_en/studies/studieninfos_en/admission/apostille-beglaubigung-und-uebersetzung-internationaler-urkunden/apostille-beglaubigung-und-uebersetzung-internationaler-urkunden?set_language=en&cl=en

Recognitions

Internal recognitions

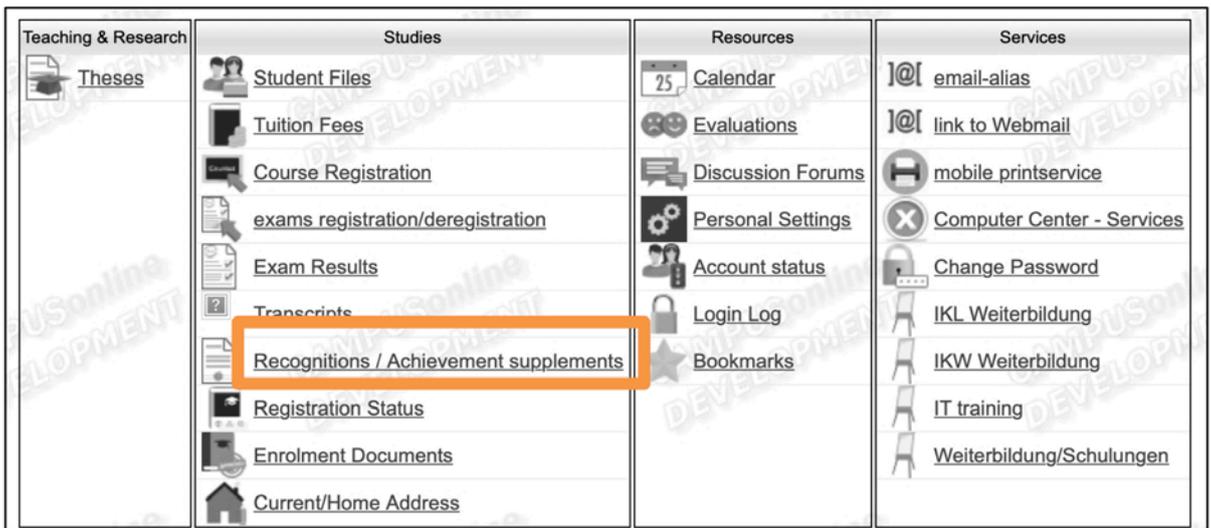
This completion aid is used to record internal recognitions. This means that the achievement to be recognised was accomplished at the Academy of Fine Arts and should now be credited to another course of studies at the Academy of Fine Arts.

1. Sign in *AkademieOnline*:



A login form with two input fields: 'User name' and 'Password'. Below the fields are two buttons: 'Log in' and 'Cancel'.

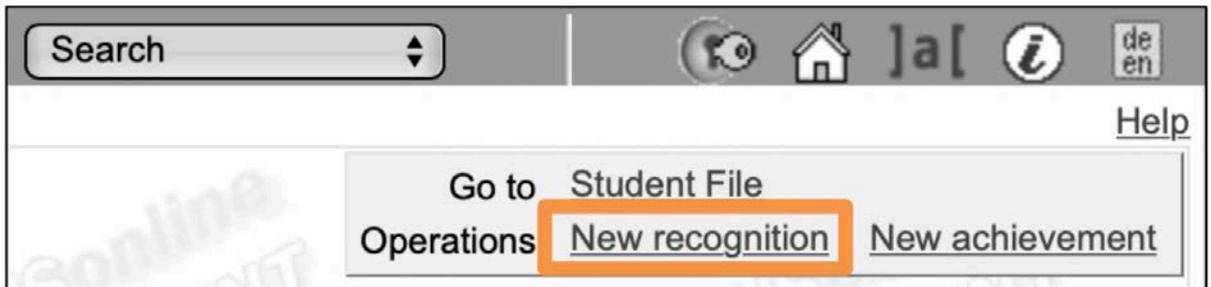
2. Click on "Recognitions / Achievement supplements":



A navigation menu with four columns: Teaching & Research, Studies, Resources, and Services. The 'Recognitions / Achievement supplements' link in the Studies column is highlighted with an orange box.

Teaching & Research	Studies	Resources	Services
Theses	Student Files	Calendar	email-alias
	Tuition Fees	Evaluations	link to Webmail
	Course Registration	Discussion Forums	mobile.printservice
	exams registration/deregistration	Personal Settings	Computer Center - Services
	Exam Results	Account status	Change Password
	Transcripts	Login Log	IKL Weiterbildung
	Recognitions / Achievement supplements	Bookmarks	IKW Weiterbildung
	Registration Status		IT training
	Enrolment Documents		Weiterbildung/Schulungen
	Current/Home Address		

- Click on “New recognition” (top right):



- Fill in the form “Enter Recognition Parameters”:
 - Choose the studies for which you wish to have (an) exam(s) recognised.
 - In the field “Type of recognition”, select “General recognition”.
 - In the field “Educational institution”, select the Academy of Fine Arts.
 - Enter the current date in the field “Date of recognition”.
 - Click on “Save” and then on “Cancel/Close”.

The screenshot shows the 'Enter Recognition Parameters' form. It is divided into two sections: 'General' and 'Date'. The 'General' section contains fields for 'Studies', 'Type of recognition', 'File number', 'Dean's office number', 'Note', and 'Educational institution'. The 'Date' section contains a 'Date of recognition' field with a calendar icon. At the bottom are 'Save' and 'Cancel/Close' buttons. Orange arrows point to the 'Studies' dropdown (a), 'Type of recognition' dropdown (b), 'Educational institution' dropdown (c), 'Date of recognition' field (d), and the 'Save' and 'Cancel/Close' buttons (e).

- Now create (one or more) recognition position/s by clicking on “0 / 0 / 0” in the column “Positions”:

Recognitions						
Type of recognition	File number	Dean's office number	Date	Positions	Educational institution	Note
				All/OK stud./OK AKBILD		
<i>Bachelorstudium; Architektur (UG2002)</i>						
General recognition			28.11.2019	0 / 0 / 0	Akademie der bildenden Künste Wien	

- Click on “New position” (top right):

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Recognition Positions
 General recognition of 28.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational
 institution: Akademie der bildenden Künste Wien

Select Positions
 Operation **New position**

There are currently no positions for the selected notification. Cancel

©2020 Academy of fine arts Vienna. All rights reserved. | AKB Development powered by CAMPUSonline® | About This Site | Feedback

- Next to “Course(s) to be recognised”, click on “add”:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Enter Recognition Positions
 General recognition of 28.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational
 institution: Akademie der bildenden Künste Wien

Create new position

Course(s) to be recognised: **add**

is/are recognised for AKBILD course(s)
add

Save and Close Cancel

- Now select the course/s which you would like to have recognised by clicking on the link/s in the column “Title”:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Select Achievement

Study ID	No.	Sem.	Title	Type	SH	ECTS credits	Academic year	Date of examination	AKBILD assessment	Recognised as per
UR 033 243	010.183	19S	Interactive Design, Film Editing and Sound, Scripting	BV	2	2	2018/19	30.07.2019	1	
UR 066 443	010.248	19S	Project in History, Theory, Criticism	PT	12	12	2018/19	17.06.2019	1	

Here, for instance, the first course (“Achievement“) has been selected:

Study ID	No.	Sem.	Title	Type	SH	ECTS credits	Academic year	Date of examination	AKBILD assessment	Recognised as per
UR 033 243	010.183	19S	selected for item Interactive Design, Film Editing and Sound, Scripting	BV	2	2	2018/19	30.07.2019	1	
UR 066 443	010.248	19S	Project in History, Theory, Criticism	PT	12	12	2018/19	17.06.2019	1	

PLEASE NOTE: If the internal recognition is a "carry-over" from one section to the next – e.g. for students of the Fine Arts when transferring from the first study section (605) to the second (606 or 607) – in this step all courses that are planned or required for the second study section must be selected by clicking on them. It is not necessary to add the "target course" in this case – you can therefore skip steps 10 to 20 and immediately click on "Confirm all positions" (step 21). Then please print out the application form and hand it in (signed) to the Registrar's Office. The same applies to recognition as free elective courses: here, too, steps 10 to 20 can be skipped.

9. Close the window.

10. Now click on “add” in “is/are recognised for AKBILD course(s)“:

Course(s) to be recognised: add												
<table border="1"> <thead> <tr> <th>Course/subject</th> <th>Date of examination</th> <th>AKBILD assessment</th> <th>Recognised as per</th> <th>ECTS credits</th> <th>Delete</th> </tr> </thead> <tbody> <tr> <td>▶ 010183 Interaktives Design, Film Bearbeitung, Ton und Scripting; BV 2SH S 2018/19</td> <td>30.07.19</td> <td>1</td> <td></td> <td>2</td> <td></td> </tr> </tbody> </table>	Course/subject	Date of examination	AKBILD assessment	Recognised as per	ECTS credits	Delete	▶ 010183 Interaktives Design, Film Bearbeitung, Ton und Scripting; BV 2SH S 2018/19	30.07.19	1		2	
Course/subject	Date of examination	AKBILD assessment	Recognised as per	ECTS credits	Delete							
▶ 010183 Interaktives Design, Film Bearbeitung, Ton und Scripting; BV 2SH S 2018/19	30.07.19	1		2								
is/are recognised for AKBILD course(add)												
<input type="button" value="Save and Close"/> <input type="button" value="Cancel"/>												

11. For “Academic year”, please select the current one:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Select Achievement to be Recognised
 General recognition of 13.01.2020
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Search courses for recognition

Academic year: 2019/20

Course/subject title:

Course/ subject number: *

Restrict view and search function to courses/subjects related to student's studies

Search Done

©2020 Academy of fine arts Vienna. All rights reserved. | AkademieOnline powered by CAMPUSonline® | About This Site | Feedback

12. We recommend restricting search results to courses related to the applicant’s own studies:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Select Achievement to be Recognised
 General recognition of 13.01.2020
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Search courses for recognition

Academic year: 2019/20

Course/subject title:

Course/ subject number: *

Restrict view and search function to courses/subjects related to student's studies

Search Done

©2020 Academy of fine arts Vienna. All rights reserved. | AkademieOnline powered by CAMPUSonline® | About This Site | Feedback

13. In “Course/subject title”, please enter the name (or part of the name between two asterisks – e.g. *techn*) of the respective course for which you would like your achievement to be recognised.

PLEASE NOTE: If you cannot find the course you are looking for in the selected academic year, please select another academic year. In this case, all semesters must be searched in order to find the course.

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Select Achievement to be Recognised
 General recognition of 13.01.2020
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Search courses for recognition

Academic year: 2019/20

Course/subject title: *

Course/ subject number: *

Restrict view and search function to courses/subjects related to student's studies

Search Done

©2020 Academy of fine arts Vienna. All rights reserved. | AkademieOnline powered by CAMPUSonline® | About This Site | Feedback

14. Now select the course for which you would like to have your achievement recognised by clicking on “Select” in the first column:

go to section: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z		Page 1: A - G of 4	
	No.	Title	SH S/W Lecturer/s (Assistant/s)
A			
Select...	050.079	Apparative Techniken B	2 VU S ...
Select...	050.079	Apparative Techniken B	2 VU W ...
B			
Select...	A00.000270	Baukonstruktion I	0 FA W
Select...	010.185	Baukonstruktion I	2 VO S ...
Select...	010.189	Baukonstruktion II	2 BV W ...
Select...	010.201	Baukonstruktion III	2 SE S ...
D			
Select...	060.216	Didaktische Übungen zu Herstellungstechniken	2 GU S ...
Select...	060.216	Didaktische Übungen zu Herstellungstechniken	2 GU W ...
E			
Select...	020.086	Einführung in das Untersuchungstechnische Praktikum II	1 VO W ...
Select...	010.246	Entwurfsprojekt in Tragkonstruktion, Material, Technologie	12 PT W ...
Select...	010.246	Entwurfsprojekt in Tragkonstruktion, Material, Technologie	12 PT S ...

15. In the following example, “Apparative Techniken B” was chosen:

go to section: A B C D E F G H I J K L M N O P Q R S T U V W X Y Z		Page 1: A - G of 4	
	No.	Title	SH S/W Lecturer/s (Assistant/s)
A			
Select...	050.079	✔ selected for item Apparative Techniken B	2 VU S ...
Select...	050.079	Apparative Techniken B	2 VU W ...
B			
Select...	A00.000270	Baukonstruktion I	0 FA W
Select...	010.185	Baukonstruktion I	2 VO S ...
Select...	010.189	Baukonstruktion II	2 BV W ...
Select...	010.201	Baukonstruktion III	2 SE S ...
D			
Select...	060.216	Didaktische Übungen zu Herstellungstechniken	2 GU S ...
Select...	060.216	Didaktische Übungen zu Herstellungstechniken	2 GU W ...
E			
Select...	020.086	Einführung in das Untersuchungstechnische Praktikum II	1 VO W ...
Select...	010.246	Entwurfsprojekt in Tragkonstruktion, Material, Technologie	12 PT W ...
Select...	010.246	Entwurfsprojekt in Tragkonstruktion, Material, Technologie	12 PT S ...

16. Now close the window or click on “Done”.

17. Please recheck your entries and select the respective grade for the target course from the dropdown menu:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Enter Recognition Positions
 General recognition of 28.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Create new position

Course(s) to be recognised: [add](#)

Course/subject	Date of examination	AKBILD assessment	Recognised as per	ECTS credits	Delete
▶ 010183 Interaktives Design, Film Bearbeitung, Ton und Scripting; BV 2SH S 2018/19	30.07.19	1		2	

is/are recognised for AKBILD course(s) [add](#)

Course/subject	AKBILD assessment	Delete
▶ 050079 Apparative Techniken B; VU 2SH S 2019/20	<input type="text"/>	

Achievement to be recognised ("Original course")

Course for which the achievement is to be recognised ("Target course")

18. If you wish to change your entry, you can delete the target course using the trashcan icon in the column “Delete”:

(s) add	AKBILD assessment	Delete
VU 2SH S	1 sehr gut	

19. Click on “Save and Close”:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Enter Recognition Positions
 General recognition of 28.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Create new position

Course(s) to be recognised: [add](#)

Course/subject	Date of examination	AKBILD assessment	Recognised as per	ECTS credits	Delete
▶ 010183 Interaktives Design, Film Bearbeitung, Ton und Scripting; BV 2SH S 2018/19	30.07.19	1		2	

is/are recognised for AKBILD course(s) [add](#)

Course/subject	AKBILD assessment	Delete
▶ 050079 Apparative Techniken B; VU 2SH S 2019/20	1 sehr gut	

20. If you wish to create new positions, please click on “New position” (top right):

Help AkademieOnline

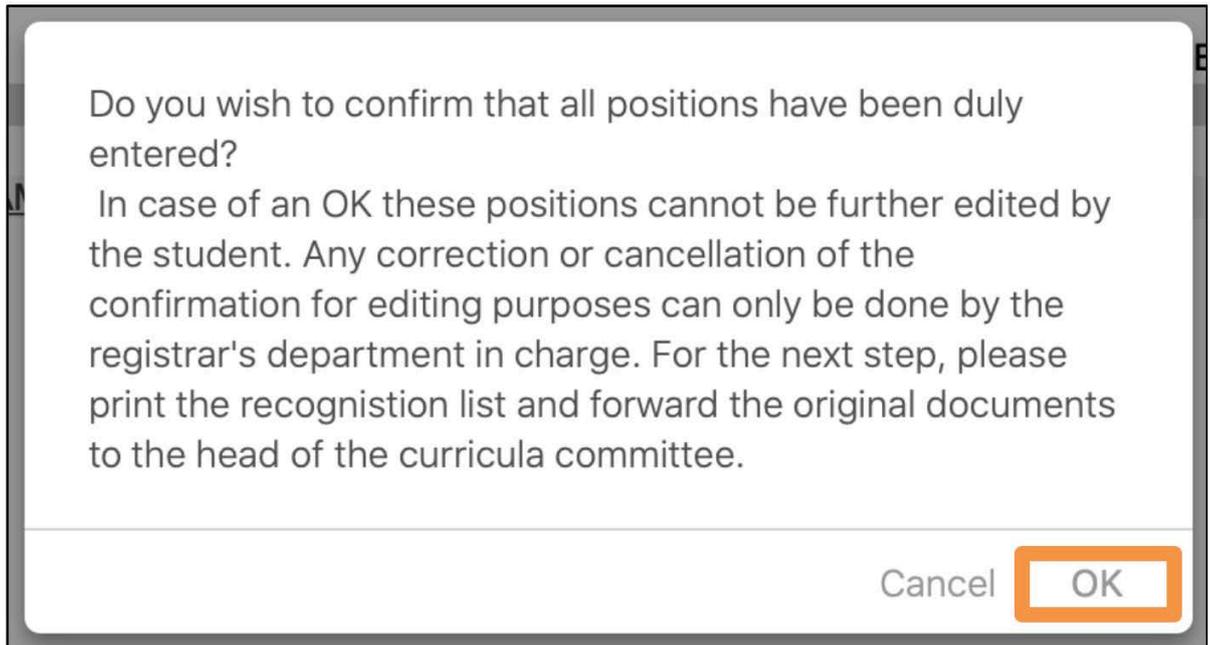
Select Parameters Positions

Operations New position [Print Request](#) [Confirm all positions](#)

21. If you do not wish to create a new position, please click on “Confirm all positions”:

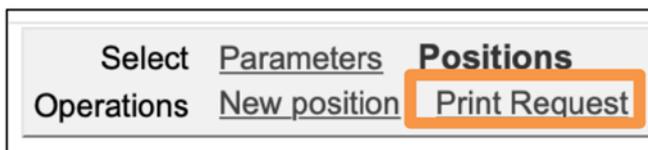


22. Now click on “OK”:



PLEASE NOTE: After this, you cannot make any corrections or changes!

23. Please click on “Print request” now (top right):



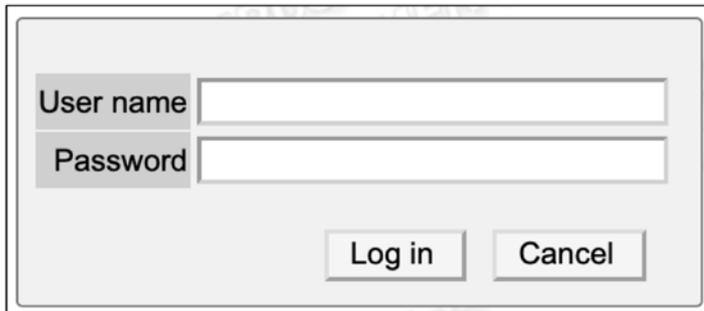
24. Now, please forward the printed and signed application to the chairperson of the respective curriculum commission. You will then receive a notification to your Academy e-mail address from the Registrar’s Office as soon as you can pick up your Certificate of Recognition (Anerkennungsbescheid).

External recognitions

This completion aid is used to record external recognitions. This means that the achievement to be recognised was accomplished at an acknowledged recognised Austrian or international educational institution (not at the Academy of Fine Arts Vienna).

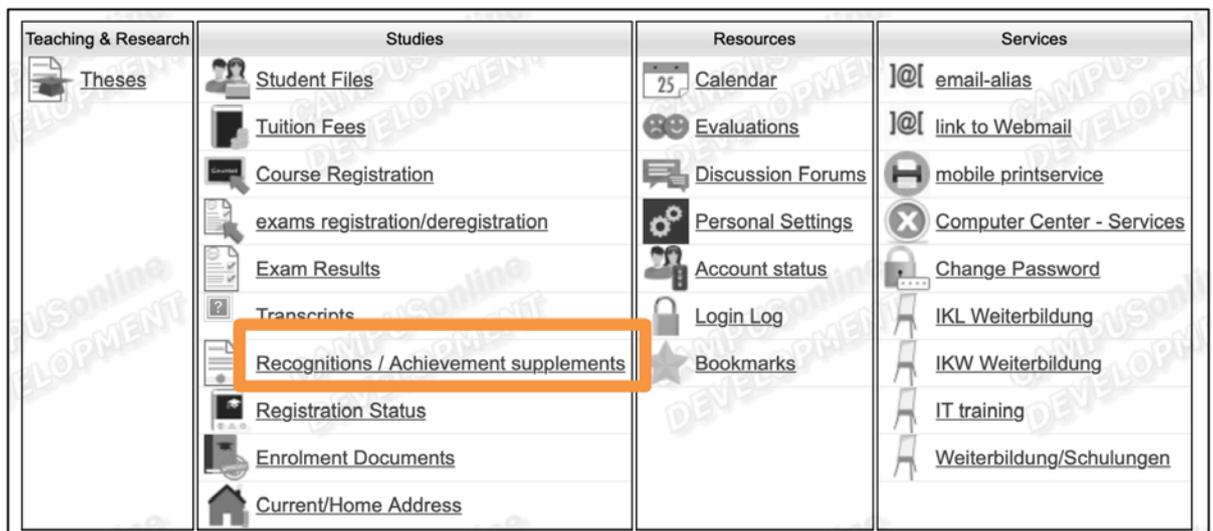
PLEASE NOTE: Certificates issued by non-Austrian educational institutions are subject to certain [Accreditation Regulations](#).

1. Sign in AkademieOnline:



A login form with two input fields: 'User name' and 'Password'. Below the fields are two buttons: 'Log in' and 'Cancel'.

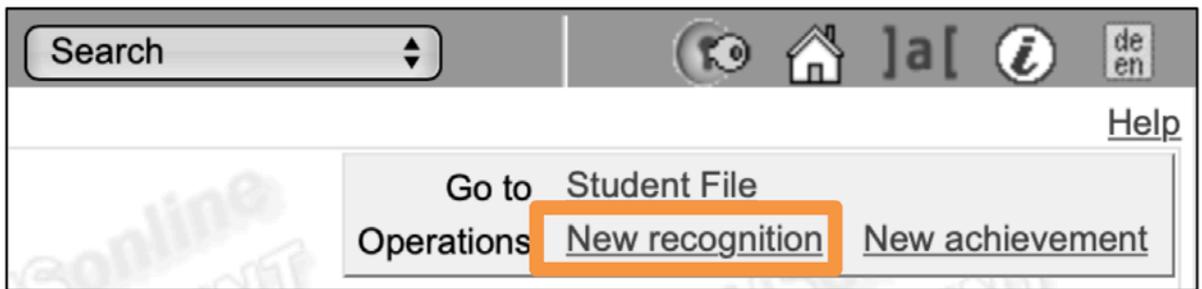
2. Click on “Recognitions / Achievement supplements”:



A navigation menu with four columns: Teaching & Research, Studies, Resources, and Services. The 'Recognitions / Achievement supplements' item in the Studies column is highlighted with an orange box.

Teaching & Research	Studies	Resources	Services
Theses	Student Files	Calendar	email-alias
	Tuition Fees	Evaluations	link to Webmail
	Course Registration	Discussion Forums	mobile printservice
	exams registration/deregistration	Personal Settings	Computer Center - Services
	Exam Results	Account status	Change Password
	Transcripts	Login Log	IKL Weiterbildung
	Recognitions / Achievement supplements	Bookmarks	IKW Weiterbildung
	Registration Status		IT training
	Enrolment Documents		Weiterbildung/Schulungen
	Current/Home Address		

3. Click on “New recognition” (top right):



4. Fill in the form “Enter Recognition Parameters”:

- a. Choose the studies for which you wish to have (an) exam(s) recognised.
- b. Select in the field “Type of recognition”:
 - i. “General recognition” if you have accomplished the achievement to be recognised at an acknowledged Austrian or foreign educational institution
OR
 - ii. “Notification (Exchange semesters)” if you have accomplished the achievement to be recognised within a Mobility Programme (stay abroad or Erasmus).

PLEASE NOTE: The Fields “File number”, “Dean’s office number” and “Note” need not be filled in!

- c. In the field “Educational institution”, select the institution where you took the exam which you would like to have recognised.

PLEASE NOTE: Should the respective institution not be selectable, please consult the Registrar’s Office!

- d. Enter the current date in the field “Date of recognition”.
- e. *Only for Mobility Programmes:* In the fields “Time abroad (start)” and “Time abroad (end)”, please enter the beginning and end dates of your stay abroad.
- f. Click on “Save” and then on “Cancel/Close “

5. Now create (one or more) recognition position/s by clicking on “0 / 0 / 0” in the column “Positions”:

Recognitions						
Type of recognition	File number	Dean's office number	Date	Positions	Educational institution	Note
				All/OK stud./OK AKBILD		
Bachelorstudium; Architektur (UG2002)						
General recognition			10.11.2019	0 / 0 / 0	Sigmund Freud Privatuniversität Wien	

6. Click on “New position” (top right):

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Recognition Positions

General recognition of 10.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur
 (UG2002) Educational institution: Sigmund Freud Privatuniversität Wien

Select Parameters Positions

Operations **New position**

There are currently no positions for the selected notification. Cancel

7. Next to “Course(s) to be recognised”, click on “add”:

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Enter Recognition Positions

General recognition of 10.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Sigmund Freud Privatuniversität Wien

Create new position

Course(s) to be recognised : **add**

is/are recognised for AKBILD course(s) add

Save and Close
Cancel

©2020 Academy of fine arts Vienna. All rights reserved. | AKB Development powered by **CAMPUSonline**® | About This Site | Feedback

8. Now fill in the form “External achievement”:
- a. In the field “Topic”, please enter the title/name of the course to be recognised.
PLEASE NOTE: This must be done using the same wording as in the certificate of achievement!
 - b. In the field “Hours/week”, enter the number of hours per week of the course to be recognised.
 - c. In the field “ECTS credits”, enter the number of ECTS credits of the course to be recognised.
 - d. In the field “Original grade”, please enter the grade that you received for the exam to be recognised.

- e. In the field “Type of course”, please enter the respective type of course (such as lecture, seminar, etc.).
- f. In the field “Academic year”, please enter the respective academic year in which you took the exam.
- g. Click on “Save and close”.

The screenshot shows a web form titled "Select External Achievement" for a user named "Testperson (IKA, IBK), Archibald Billy Sculpterist". The form includes the following fields and controls:

- Course number:** Text input field.
- Name:** Text input field (labeled 'a').
- Name (English):** Text input field.
- Topic:** Text input field (labeled 'b').
- Topic (English):** Text input field (labeled 'c').
- Hours/week:** Text input field (labeled 'd').
- ECTS credits:** Text input field (labeled 'e').
- Date of examination (DDMMYYYY):** Text input field with a calendar icon (labeled 'f').
- Original grade:** Text input field.
- Type of course:** Dropdown menu (labeled 'g').
- Academic year:** Dropdown menu (labeled 'a').
- Duration of course:** Dropdown menu.

At the bottom right, there are three buttons: "Save", "Save and Close", and "Cancel/Close".

TIP: if you want to have a bundle of several external exams recognised for an exam at the Academy of Fine Arts, simply add them by repeating steps 7 and 8 for the additional exams.

NOTE: If the recognition is a credit for a free elective course, it is not necessary to add the "target course" in this case – you can therefore skip steps 9 to 19 and click on "Confirm all positions" (step 20).

- 9. Now, click on “add” in “is/are recognised for AKBILD course(s)“:

The screenshot shows a dialog box titled "Edit position 1". It contains a table with the following data:

Course of foreign educational institution.	Duration of course	Foreign evaluation	ECTS credits	Delete	
▶ Traumdeutung VII; SE	4 hours/week	2019/20	1	4	

Below the table, the text "is/are recognised for AKBILD course(s)" is followed by an orange-bordered button labeled "add". At the bottom of the dialog, there are "Save and Close" and "Cancel" buttons.

10. For “Academic year”, select the current one:

Testperson (IKA, IBK) Archibald Billy Sculpterist Help AkademieOnline

Select Achievement to be Recognised
 General recognition of 13.01.2020
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Search courses for recognition

Academic year **2019/20** ▾

Course/subject title |

Course/ subject number *

Restrict view and search function to courses/subjects related to student's studies

Search Done

©2020 Academy of fine arts Vienna. All rights reserved. | AkademieOnline powered by CAMPUSonline® | About This Site | Feedback

11. We recommend restricting search results to courses related to the applicant’s own studies :

Testperson (IKA, IBK) Archibald Billy Sculpterist Help AkademieOnline

Select Achievement to be Recognised
 General recognition of 13.01.2020
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Search courses for recognition

Academic year 2019/20 ▾

Course/subject title |

Course/ subject number *

Restrict view and search function to courses/subjects related to student's studies

Search Done

©2020 Academy of fine arts Vienna. All rights reserved. | AkademieOnline powered by CAMPUSonline® | About This Site | Feedback

12. In “Course/subject title”, please enter the name (or part of the name between two asterisks – e.g. *techn*) of the respective course for which you would like your achievement to be recognised.

PLEASE NOTE: If you cannot find the course you are looking for in the selected academic year, please select another academic year. In this case, all semesters must be searched in order to

find the course.

Testperson (IKA, IBK) Archibald Billy Sculptorist Help AkademieOnline

Select Achievement to be Recognised
 General recognition of 13.01.2020
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Akademie der bildenden Künste Wien

Search courses for recognition

Academic year: 2019/20

Course/subject title:

Course/ subject number: *

Restrict view and search function to courses/subjects related to student's studies

©2020 Academy of fine arts Vienna. All rights reserved. | AkademieOnline powered by CAMPUSonline® | About This Site | Feedback

13. Now select the course for which you would like to have your achievement recognised by clicking on "Select" in the first column:

go to section: **A B C D E F G H I J K L M N O P Q R S T U V W X Y Z** Page 1: A - F of 8

	No.	Title	SH	S/W	Lecturer/s (Assistant/s)
A					
Select...	040.045	Analyse von Ausstellungen, Projekten und Institutionen	2 SE	W	...
Select...	040.063	Analyse von Ausstellungen, Projekten und Institutionen: Kritische Theorien - Modul III	2 SE	S	...
Select...	040.176	Analyse von Ausstellungen, Projekten und Institutionen	2 SE	S	...
Select...	010.193	Analytische Simulation und Scripting	2 SE	W	...
Select...	050.005	Anatomie und anatomisches Zeichnen	2 UE	S	...
Select...	050.005	Anatomie und anatomisches Zeichnen	2 UE	W	...
Select...	050.006	Anatomie und anatomisches Zeichnen	2 VO	W	...
Select...	050.006	Anatomie und anatomisches Zeichnen	2 VO	S	...
Select...	010.187	Architektur Geschichte II - Moderne und Zeitgenössische Themen	2 VO	S	...
Select...	040.085	Ästhetik und Kunstsoziologie I	2 VO	W	...
Select...	040.091	Ästhetik und Kunstsoziologie II	2 VO	S	...

14. In the following example, the course “Analyse von Ausstellungen, Projekten und Institutionen” was chosen:

go to section: **A B C D E F G H I J K L M N O P Q R S T U V W X Y Z** Page 1: A - F of 8

	No.	Title	SH	S/W	Lecturer/s (Assistant/s)
A					
Select...	040.045	✔ selected for item Analyse von Ausstellungen, Projekten und Institutionen	2 SE	W	...
Select...	040.063	Analyse von Ausstellungen, Projekten und Institutionen: Kritische Theorien - Modul III	2 SE	S	...
Select...	040.176	Analyse von Ausstellungen, Projekten und Institutionen	2 SE	S	...
Select...	010.193	Analytische Simulation und Scripting	2 SE	W	...

15. Close the window or click on “Done”.

16. Please recheck your entries and select the respective grade for the target course from the dropdown menu:

Testperson (IKA_IBK) Archibald Billy Sculpterist Help AkademieOnline

Enter Recognition Positions
 General recognition of 10.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Sigmund Freud Privatuniversität Wien

Edit position 1

Course(s) to be recognised: add	Duration of course	Foreign evaluation ECTS credits	Delete
▶ Traumdeutung VII: SE 4 hours/week 2019/20		1	4

is/are recognised for AKBILD course(s) add

Course/subject	AKBILD assessment	Delete
▶ 040045 Analyse von Ausstellungen Projekten und Institutionen; SE 2SH W 2019/20		

Save and Close Cancel

©2020 Academy of fine arts Vienna. All rights reserved. | AKB Development powered by CAMPUSonline® | About This Site | Feedback

Achievement to be recognised
("Original course")

Course for which the
achievement is to be
recognised ("Target course")

17. If you wish to change your entry, you can delete the target course using the trashcan icon in the column "Delete":

add

AKBILD assessment	Delete
1 sehr gut	

18. Click on “Save and Close”

Testperson (IKA, IBK) Archibald Billy Sculperist Help AkademieOnline

Enter Recognition Positions
 General recognition of 10.11.2019
 Studies: UR 033 243 Bachelorstudium; Architektur (UG2002) Educational institution: Sigmund Freud Privatuniversität Wien

Edit position 1

Course(s) to be recognised: [add](#)

Course of foreign educational institution.	Duration of course	Foreign evaluation	ECTS credits	Delete
▶ Traumdeutung VII; SE 4 hours/week 2019/20		1	4	

is/are recognised for AKBILD course(s) [add](#)

Course/subject	AKBILD assessment	Delete
▶ 040045 Analyse von Ausstellungen, Projekten und Institutionen; SE 2SH W 2019/20	1 sehr gut	

©2020 Academy of fine arts Vienna. All rights reserved. | AKB Development powered by CAMPUSonline® | About This Site | Feedback

19. If you wish to create new positions, please click on “New position” (top right):

Help AkademieOnline

Select Parameters **Positions**

Operations

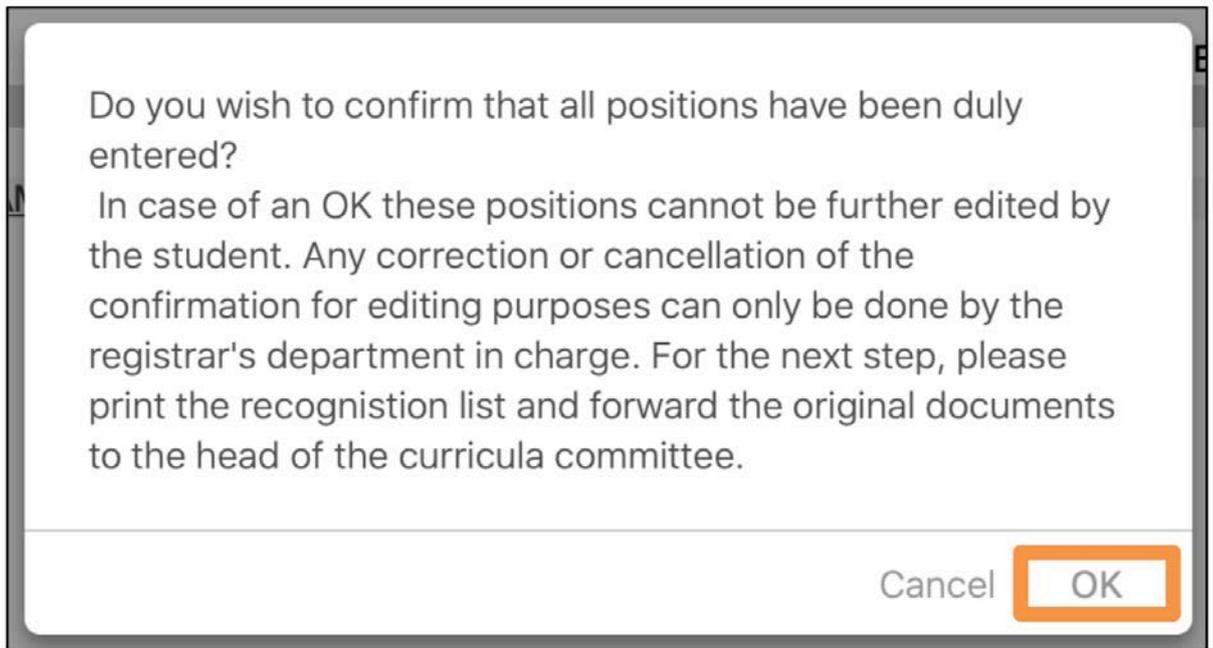
20. If you do not wish to create a new position, please click on “Confirm all positions”:

Help AkademieOnline

Select Parameters **Positions**

Operations

21. Now click on “OK”:



PLEASE NOTE: After this, you cannot make any corrections or changes!

22. Please click on “Print request” now (top right):

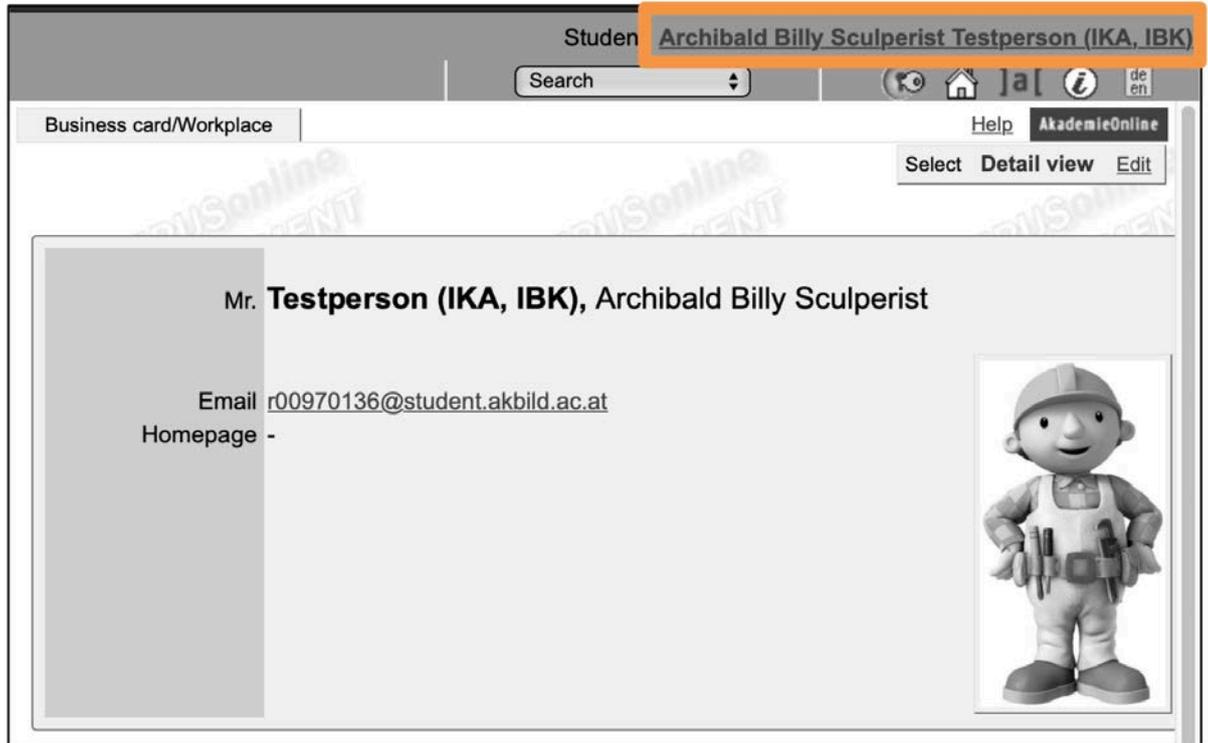


23. Now, please forward the printed and signed application, together with the stamped original documents, to the chairperson of the respective curriculum commission. You will then receive a notification to your Academy e-mail address from the Registrar’s Office as soon as you can pick up your Certificate of Recognition.

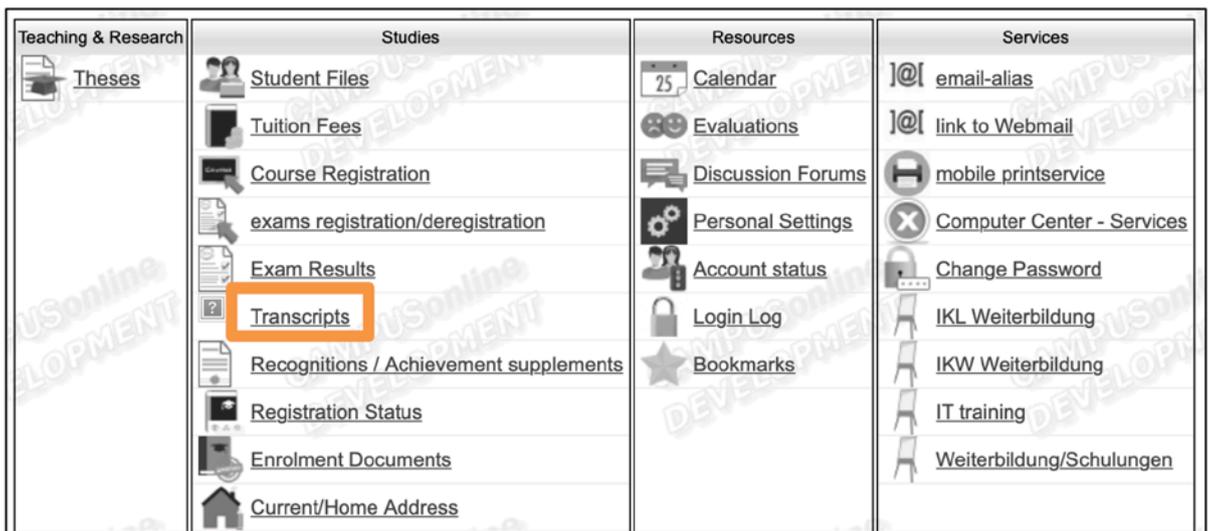
Tips

You can check all your confirmed recognitions in your Transcript of Records.

1. For this purpose, please consult your business card:



2. Click on “Transcripts“:



- In the section “Transcript of Records”, click on “Print“:

TRANSCRIPT OF RECORDS

Choose Profile

Educational institution Incoming (J) / Outgoing (N) Free mover

general

Study programme

Study ID	Study programme
<input checked="" type="radio"/> UR 033 243	BA_18 Bachelorstudium; Architektur
<input type="radio"/> UR 066 443	MA_U18 Masterstudium; Architektur
<input type="radio"/> UR 606	BiKu18Test Bildende Kunst; Bildende Kunst (Stzw)

Sorting

Title

Number

Date of examination

Language

German

English

Valid document

You receive a valid printout in the responsible department.

[New Profile](#) [Print](#)

- This will generate a document containing all your exam results (including any recognitions):

]a[

TESTAUSDRUCK

AKADEMIE DER BILDENDEN KÜNSTE WIEN
Schillerplatz 3, 1010 Wien

ABSCHRIFT DER STUDIENDATEN

NAME der/des Studierenden:	Testperson (IKA, IBK)	Vorname: Archibald Billy Sculperist
Geburtsdatum:	17. März 1982	
Datum der Zulassung zum Studium:	17. Juli 2019	Matrikelnummer: 00970136
Studium:	Bachelorstudium; Architektur (als ordentlicher Studierender)	

Nummer / Studienjahr	Titel / Typ / Semesterstunden	Dauer / Prüfungs- / Anerkennungsdatum	Note
(1)	(2)	(3)	(4)
010220 18/19	Entwurfsprojekt in Analoge Produktion, Digitale Produktion; PT; 12,00	1S / 10.09.2019	1
010183 18/19	Interaktives Design, Film Bearbeitung, Ton und Scripting; BV; 2,00	1S / 30.07.2019	1

(1) (2) (3) (4) Erklärungen befinden sich auf der letzten Seite
Ende der Zulassung zum Studium: -----

Datum	Studien- und Prüfungsabteilung	Stampiglie
19. April 2020	Einen gültigen Ausdruck erhalten Sie in der zuständigen Fachabteilung	