

# Special Consideration Application

## 1. Personal information

First and middle names: \_\_\_\_\_

Last name: \_\_\_\_\_

Birthdate and personal identification number (11 digits):

\_\_\_\_\_ Man Woman

Address: \_\_\_\_\_

City: \_\_\_\_\_ Post code: \_\_\_\_\_

Country: \_\_\_\_\_

E-mail: \_\_\_\_\_ Phone number: \_\_\_\_\_

## 2. Employer

Employer: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ Post code: \_\_\_\_\_

Position: \_\_\_\_\_

Work phone: \_\_\_\_\_ Post delivered to: Home Work

## 3. High school / Secondary school / Vocational school

School: \_\_\_\_\_

Discipline/speciality: \_\_\_\_\_ Year, from: \_\_\_\_\_ to: \_\_\_\_\_

Lower degree Higher degree PhD/doctorate

Discipline/speciality: \_\_\_\_\_

Standard time of study: \_\_\_\_\_

University /college: \_\_\_\_\_

Country: \_\_\_\_\_

## 4. Technical, scientific or mathematical education

Must be documented.

## 5. Other education at Master's degree level

Must be documented.

Discipline/speciality: \_\_\_\_\_

Standard time of study: \_\_\_\_\_

University/college: \_\_\_\_\_

## 6. Courses and further education not covered by 3 or 4

Must be documented.

Year: Discipline/speciality: Institution/school: Credits/ ECTS/Hours:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## 7. Work experience

Provide your current employer at the top.

Time frame:

Employer:

Position:

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## 8. Referees

Provide up to three referees that can attest to your experience and knowledge, as objectively as possible. Where possible, we ask that the local Tekna representative at your company can provide a statement.

Name: \_\_\_\_\_ Tekna member: Yes No

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_ Tekna member: Yes No

E-mail: \_\_\_\_\_

Name: \_\_\_\_\_ Tekna member: Yes No

E-mail: \_\_\_\_\_

## 9. Motivation

Optional.

Please write a short statement about why you wish to join Tekna.

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## 10. Membership list

I agree that my details can be made available in the Tekna membership list: Yes No

## 11. Signature

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Tekna reserves the right to contact your educational institution for documentaion of your education.

# Instructions for filling out the application form

The application form is to be used by applicants wanting to apply for special consideration by the Qualifications Evaluation Committee.

You may apply for special consideration if you meet the following requirements:

- You have education at a lower level than a Master's degree, that is equivalent to a Norwegian Master's degree, (i.e. Bachelor's degree, Bachelor's degree with honours or a Master's degree that has not been approved by NOKUT).
- You view the sum of your education, and work experience to be equivalent to a formal Master's degree, (equivalent to a Norwegian Master's degree).
- You have at least 5 years of work experience
- You have completed a minimum of 120 ECTS in technical, scientific or mathematical subjects / -disciplines.

The Qualifications Evaluation Committee (Opptaksrådet) reviews applications on an individual basis, and grants membership to applicants who are considered to have qualifications and experience equivalent to members who have been accepted directly.

## Referees

We recommend that you provide at least three referees that we can contact for a statement about your competence and experience. The referees should be as objective as possible, and we do not recommend using family members or friends as referees. We recommend that you provide the contact details of the Tekna representative at your company as a referee, where applicable.

## Membership list

Tekna has a membership list that is accessible to all members who log on to their page at Tekna.no. You can find friends and colleagues on this list, the following details are available to you; name, address, employer, graduation date and university /college.

## Motivation

While filling out this field is optional, you may use the space to say something about your reasons for wanting to join Tekna.

## Attachments

In addition to your application form, you must attach the following documents:

- A comprehensive CV detailing your education and work experience
- Diplomas and grade transcripts / mark sheets

You may also attach any documentation you have of courses you have attended, letters of recommendation from previous employers or anything else you find relevant to highlight your competence and experience. If you have completed education abroad and have had it evaluated by NOKUT (The Norwegian Agency for Quality Assurance in Education), we request that you also attach this documentation.

## Questions or need assistance?

Please contact our membership office at 22 94 75 00 or e-mail: [medlem@tekna.no](mailto:medlem@tekna.no)

The application form with all attachments may be sent by e-mail to:

[medlem@tekna.no](mailto:medlem@tekna.no)

or by post:

Tekna v/Membership Office,  
Postboks 2312 Solli,  
Norway

