

# **ECTS - EUROPEAN CREDIT TRANSFER SYSTEM**

## **TRANSCRIPT OF RECORDS**

|   |  |
|---|--|
| NAME OF SENDING INSTITUTION: .....                    | Faculty/Department of .....              |
| ECTS departmental coordinator: .....                  | Tel.: ..... Fax: ..... e-mail box: ..... |
| NAME OF STUDENT: ..... First name: .....              |  |
| Date and place of birth: ..... (sex) : .....          |  |
| Matriculation date: ..... Matriculation number: ..... |  |
| NAME OF RECEIVING INSTITUTION: .....                  |  |
| Faculty/Department of .....                           |  |
| ECTS departmental coordinator: .....                  |  |
| Tel.: ..... Fax: ..... e-mail box: .....              |  |

(1) (2) (3) (4) (5) see explanation on back page

Diploma/degree awarded:

Date

Signature of registrar/dean/administration officer

Stamp of institution:

NB : This document is not valid without the signature of the registrar/dean/administration officer and the official stamp of the institution.

**(1) Course unit code:**

Refer to the ECTS information Package

**(2) Duration of course unit:**

Y = 1 full academic year

1S = 1 semester

2S = 2 semesters

1T = 1 term/trimester

2T = 2 terms/trimesters

### **(3) Description of the institutional grading system:**

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(4) ECTS grading scale:

| ECTS Grade | % of successful students normally achieving the grade | Definition  |
|------------|---|---|
| <b>A</b>   | 10  | EXCELLENT - outstanding performance with only minor errors      |
| <b>B</b>   | 25  | VERY GOOD - above the average standard but with some errors     |
| <b>C</b>   | 30  | GOOD - generally sound work with a number of notable errors     |
| <b>D</b>   | 25  | SATISFACTORY - fair but with significant shortcomings           |
| <b>E</b>   | 10  | SUFFICIENT - performance meets the minimum criteria             |
| <b>FX</b>  | -   | FAIL - some more work required before the credit can be awarded |
| <b>F</b>   | -   | FAIL - considerable further work is required                    |

### **(5) ECTS credits:**

|                      |   |            |
|----------------------|---|------------|
| 1 full academic year | = | 60 credits |
| 1 semester           | = | 30 credits |
| 1 term/trimester     | = | 20 credits |