



## ECTS - EUROPEAN CREDIT TRANSFER AND ACCUMULATION SYSTEM TRANSCRIPT OF RECORDS

NAME OF SENDING INSTITUTION: ..... Faculty/Department of ..... ECTS departmental coordinator: ..... Tel.: ..... Fax: ..... e-mail: .....
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: .....

Course Unit code (1)	Title of the course unit	Duration of course unit (2)	Local grade (3)	ECTS grade (4)	ECTS credits (5)
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to be continued on a separate sheet					Total: .....

(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

1T = 1 term/trimester

2S = 2 semesters

2T = 2 terms/trimesters

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

5 – excellent

4 – very good

3 – good

2 – sufficient

1 - fail

(4) ECTS grading scale:

ECTS Grade	% of successful students normally achieving the grade	Definition (only of failing grades)
<b>A</b>	10	FAIL - some more work required before the credit can be awarded
<b>B</b>	25	FAIL - considerable further work is required
<b>C</b>	30	
<b>D</b>	25	
<b>E</b>	10	
<b>FX</b>	-	
<b>F</b>	-	

(5) **ECTS credits:**

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits