***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:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Matriculation date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Matriculation number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**Name of Receiving Institution:** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Faculty/Department of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ECTS departmental coordinator: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Tel.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ E-mail box: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Course Unit code (1)** | **Title of the course unit** | **Duration of Course Unit (2)** | **Local grade (3)** | **ECTS grade (4)** | **ECTS credits (5)** |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

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

Diploma/degree awarded:

Date: Signature of registrar/dean/administration officer / Stamp of institution

(Coordinator of Erasmus Programme, in IPP)

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:**

A----------- 18/19/20

B----------- 15/16/17

C----------- 13/14

D----------- 11/12

E----------- 10

FX--------- 9

F----------- 0 a 8

(4) ECTS grading scale:

|  |  |  |
| --- | --- | --- |
| **ECTS Grade** | **%of successful students normally achieving the grade** | **Definition** |
| **A****B****C****D****E****FX****F** | **10****25****30****25****10****-****-** | EXCELLENT – outstanding performance with only minor errorsVERY GOOD – above the average standard but with some errorsGOOD – generally sound work with a number of notable errorsSATISFACTORY – fair but with significant shortcomingsSUFFICIENT – performance meets the minimum criteriaFAIL – some more work required before the credit can be awarded FAIL – considerable further work is required |

(5) **ECTS credits:**

 1 full academic year = 60 credits

 1 semester = 30 credits

 1 term/trimester = 20 credits