

TRANSCRIPT OF RECORDS



ACADEMIC YEAR 20...../20.....
 Principal study subject:

HOME INSTITUTION

Erasmus Code:

Name:

Faculty/Department of:

ECTS departmental coordinator:

Telephone: + Fax: + E-Mail:

HOST INSTITUTION

Erasmus Code:

Name:

Faculty/Department of:

ECTS departmental coordinator:

Telephone: + Fax: + E-Mail:

STUDENT

Family name: First name(s):

Date and place of birth: Sex:

Matriculation/Enrolment date: Matriculation/Student number:

Course unit code (1)	Course unit title	Teaching method (2)	Asses- ment method (3)	Duration of course unit (4)	Local grade (5)	ECTS grade (6)	ECTS credits (7)
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....
.....

to be continued on a separate sheet (1) (2) (3) (4) (5) (6) (7) see explanation on back page	TOTAL:
---	--------------

Date	Signature of registrar/dean/administration officer Host institution	Stamp of institution Host institution
------	--	--

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

Explanatory Notes and Description of the national grading system

- (1) **Course unit code:**
Refer to the ECTS information Package
- (2) **Teaching method**
(I)One-to-one teaching, (II)Small group teaching, (III)Lecture, (IV)Other
- (3) **Assessment method**
(O)Oral test, (W) Written test, (P)Performance for commission, (M)Marked evaluation by teacher, (X)Other, namely.....
- (4) **Duration of course unit:**
Y = 1 full academic year
1S = 1 semester
2S = 2 semesters
1T = 1 term/trimester
2T = 2 terms/trimesters
- (5) **Description of the institutional grading system at the host institution:**
.....
.....
.....
.....
.....
.....
.....
.....

(6) **ECTS grading scale¹:**

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

- (7) **ECTS credits:**
1 full academic year = 60 credits
1 semester = 30 credits
1 term/trimester = 20 credits