

ALBERT-LUDWIGS-UNIVERSITÄT FREIBURG
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ECTS EUROPEAN CREDIT TRANSFER SYSTEM

TRANSCRIPT OF RECORDS

NAME OF THE STUDENT: Date and place of birth: Matriculation date:	First name: (sex) m/f Matriculation number:
SENDING INSTITUTION: Faculty/Department: ECTS departmental coordinator: Tel.: Fax: E-mail:	
RECEIVING INSTITUTION: Faculty/Department: 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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					Total:
to be continued on a separate sheet					

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

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(4) **ECTS grading scale:**

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

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

Academic Year: 20.. / 20..

Name of the student:

Diploma/degree awarded:

Date:

Signature:

Title, position (registrar/dean/administration officer):

Stamp of institution: