



**PAŃSTWOWA WYŻSZA  
SZKOŁA ZAWODOWA W NYSIE**

**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: .....

This is to certify that the student has been a full time student at our University from \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_ of the ..... academic year.

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)
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.....	to be continued on a separate sheet	.....	.....	.....	Total: .....

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



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**TRANSCRIPT OF RECORDS**

**(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
<b>A</b>	10	The use of words like “excellent” or “good” is no longer recommended as they do not fit with percentage based ranking of the ECTS Grade Transfer Scale.
<b>B</b>	25	
<b>C</b>	30	
<b>D</b>	25	
<b>E</b>	10	
<b>FX</b>	-	
<b>F</b>	-	FAIL - 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