

## TRANSCRIPT OF RECORDS

*to be filled and signed by University*

Name: .....

Family name: .....

Date and place of birth: .....

Matriculation number (diploma no): .....

Passport number: .....

Home University: .....

Faculty/Department of .....

Address: .....

Tel.: ..... Fax: .....

E-mail: .....

Title of the course unit	Duration of course unit (1)	Local grade (2)	ECTS grade (3)	ECTS credits (4)
I SEMESTER <i>(list all subjects)</i>				
<i>Subject 1.....</i>	1S			
<i>Subject 2.....</i>	1S			
.....				
V SEMESTER (now in progress)				
<i>Subject 1.....</i>				
<i>Subject 2.....</i>				
to be continued on a separate sheet				
Total:				

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

Diploma/degree awarded: .....

**Date**

**Signature of registrar/dean**

**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.

*Annex to Transcript of Records*

*Explanatory notes*

**(1) Duration of course unit:**

Y = 1 full academic year

1S = 1 semester

2S = 2 semesters

**(2&3) Description of the institutional grading system:**

**Polish scale**

**ECTS grades**

5.0	five (pięć)	A	(excellent)
4.5	four and a half (cztery i pół)	B	(very good)
4	four (cztery)	C	(good)
3.5	three and a half (trzy i pół)	D	(satisfactory)
3	three (trzy)	E	(sufficient)
2	two (dwa)	FX/F	(fail)

**(4) ECTS credits:**

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits