



**ADA UNIVERSITY**

**CREDIT TRANSFER MANUAL**

*Within Exchange Program*

**2019 – 2020 Academic Year**

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## Introduction

The Credit Transfer Manual has been developed to provide support to students who are planning to study at another international institution within exchange program and involved departments throughout the host university selection and credit transfer process. This manual contains extracts from ADA University Academic Catalogue 2019-2020, transfer process after completing the exchange program, comprehensive table reflecting credit & grade equivalency between ADA University and partner universities, academic summaries provided by partner universities regarding their grading and credit system.

### ADA University Credit Hours & Grading System

ADA University uses the European Credit Transfer and Accumulation System (ECTS) to define a semester credit hour. ECTS credits express the volume of learning based on defined learning outcomes and associated workload.

At ADA University, 1 credit corresponds to 30 hours of work in a semester. Workload is an estimation of the time an individual typically needs to complete all learning activities such as lectures, seminars, projects, practical work, internship, and individual study required to achieve the defined learning outcomes in formal learning environments.

ADA University uses a formula to calculate, record, and interpret the amount of earned academic or training credits that students accumulate toward completion of certificates, diplomas, degrees, and other qualifications. In most cases, earned credits are identified by the term “credit hours” or “credit units.” Several important points need to be understood about credit:

Credit hours or units represent a mathematical summarization of all work completed, and are different from actual classroom contact or instructional hours.

Registered student status is usually defined as being enrolled in each semester or quarter for a specified minimum number of credit hours, which are assigned for any type of study recognized and required by the faculty.

#### Semester Calendar Credit Hours

Fall and Spring Semesters include 15 weeks of instruction, while Summer Term includes 6 weeks of instruction.

The actual amount of academic work that goes into a single semester credit hour is often calculated as follows, in relation to astronomical hours:

- One credit hour represents 25 minutes of scheduled class time per week. Hence, one credit hour is equivalent to at least 6 hours and 15 minutes of class time per semester.

Most courses are awarded 6 credit hours. This represents 150 minutes of scheduled class

time per week and a total of 37.5 hours of class time over a semester.

Research, internships, independent studies, labs, and other academic work leading to the award of academic credit, at a minimum, should clearly state learning outcomes and workload expectations that meet the standards set forth above.

#### Workload of Bachelor's Degree Programs

A typical bachelor's degree Program of Study on a semester calendar requires at least 240 credit hours to be earned by the student. Normal full-time registration is usually 30 credit hours per semester or 60 credit hours per academic year. This roughly translates into 40 courses, depending on the student's program of study.

#### Workload of Master's Degree Programs

A typical master's program requires at least 90 credit hours, including research thesis or project such as capstone. Normal full-time registration is usually 42 credit hours per academic year. This roughly translates into 12 courses and a capstone or master thesis experience, depending on the student's program of study.

#### Grading System

##### Grades Calculated in Grade Point Average

Grade	Grade Points	Grade Scale Percentage	Grade Name
A	4	94-100	Excellent
A-	3.67	90-93	
B+	3.33	87-89	Good
B	3	83-86	
B-	2.67	80-82	
C+	2.33	77-79	Satisfactory
C	2	73-76	
C-	1.67	70-72	
D+	1.33	67-69	Poor
D	1	60-66	
F	0	00-59	Fail -Academic
FX	0	0	Fail -Administrative

#### **Permit to Study at an International Institution**

Students in good academic standing who wish to study abroad at a foreign University in partnership with ADA University must receive prior approval from their academic unit.

Undergraduate students, must complete the first 60 credits in residence at ADA University.

Also, students must be in-residence at ADA University during their final semester. Permit to Study Abroad may not be issued during these periods of undergraduate student's tenure at ADA University.

Full-time graduate students must complete the first 36 credits in residence at ADA University. Also, students must be in-residence at ADA University during their final semester. Permit to Study Abroad may not be issued during these periods of the graduate student's tenure at ADA University.

The number of credits approved for transfer from an international institution requires advanced approval from the academic unit.

Undergraduate students will be allowed to transfer up to 30 credits. Graduate students will be allowed to transfer up to 18 credits from study abroad. Grades for courses taken during a Permit to Study Abroad are recorded on the ADA University transcript but are not computed in the cumulative GPA, though they will count in the total number of credits needed for graduation. These credits and courses will be shown as coming from another named institution of higher education on the student transcript. If a transferred course is major core and/or technical elective course, it will be recorded with the course code of its equivalent at ADA University. If a transferred course is a free elective course, the course subject will be recorded as EXCH and the course number will be indicated as 2xxx, 3xxx, 4xxx for undergraduate students, 5xxx, 6xxx for graduate students in accordance with their study year at ADA University. Grades for transfer courses will appear as TA, TA-, TB+, TB, TB-, TC+, and TC on the ADA University transcript.

If the transferred grade received is below "C" for undergraduate students and "B-" for graduate students, credits for such courses will not be transferred and counted in the total number of credits needed for graduation. However, students must meet GPA requirements for individual courses taken at other institutions as required for electives or major or minor courses. Students are not allowed to retake any failed courses at another institution. Courses taken in English will be considered in transfer process.

### **Understanding the Transfer Process**

In order to transfer the credits earned at host Universities, a student should fill out the Credit Transfer Form in consultation with an academic advisor assigned to the relevant program and submit to the Office of Student Records and Registration.

Some tips to fill the form correctly:

Student should fill out the "course code", "course name", "credits" and "grade" for the Transferred courses, indicate the "course code" and "course name" of the equivalent courses at ADA University. However, keep the blank "credits" and "grade" parts of ADA University equivalent side, it should be calculated and filled by the Office of Student Records and Registration.

Credit Transfer Form:



**Credit Transfer Form**

<b>Student Name</b>		<b>Student ID</b>	
<b>Term</b>		<b>Program</b>	

<input type="checkbox"/> <b>Transfer Student</b>	<i>Name of the institution from which courses are transferred:</i>	<input type="checkbox"/> <b>Local Student</b>	<i>Name of previous major:</i>
<input type="checkbox"/> <b>Outgoing Exchange Student</b>		<input type="checkbox"/> <b>International Student</b>	

Transferred Courses				ADA University equivalents				
	Course Code	Course Name	Credits	Grade	Course Code	Course Name	Grade	Credits
1								
2								
3								
4								
5								
6								
7								

<b>Approved by</b>		<b>Signature</b>	<b>Date</b>
Academic Advisor			
Dean			

Official transcript should be attached to this form

The Form is available on ADA University webpage at the link of [https://www.ada.edu.az/frq-content/plugins/policies\\_x1/entry/20190110100731\\_36894200.pdf](https://www.ada.edu.az/frq-content/plugins/policies_x1/entry/20190110100731_36894200.pdf).

The transfer of credits will not be possible until a student submits hard copy of official transcript before the end of withdrawal period. Therefore, original transcript should be attached to the Credit Transfer Form. The transfer process is completed after approved courses are recorded on the student’s transcript by the Office of Student Records and Registration.

**Credit & Grade Equivalency Table**

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
Austria	University of Salzburg	Equally Transferable Credits		1 - A 2 - B 3 - C	A B C	
Bulgaria	"Angel Kanchev" the University of Ruse	Equally Transferable Credits		6 - A 5 - B 4 - C	A B C	
China	Capital Normal University	2 6 8	1 3 4	96-100 - A 90-95 - A- 85-89 - B 80-84 - B- 75-79 - C 70-74 - C-	A A- B B- C C (only 73, 74)	If a student gets C- for a course with 73,74, the course will be transferred on the condition that he/she provides document showing point grade.
China	East China Normal University	3 4	6 8	90-100 - A 80-89 - B 70-79 - C	A B C	
Croatia	University of Split	Equally Transferable Credits		5 - Excellent 4 - Very Good 3 - Good	A B C	
Estonia	Tallinn University of Technology	Equally Transferable Credits		5 - A 4 - B 3 - C	A B C	
Estonia	University of Tartu	Equally Transferable Credits		A B C D	A B B- C	
France	Audencia Business School	Equally Transferable Credits		16.00-20.00 - A 14.00-15.99 - B 13.00-13.99 - C 12.00-12.99 - D	A B B- C	ECTS grades are transferred.
France	CEFAM	3	6	93-100 - A 89-92 - A- 86-88 - B+ 83-85 - B 79-82 - B- 76-78 - C+ 73-75 - C	A A- B+ B B- C+ C	

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
France	ICD International Business School	Equally Transferable Credits		A B C D	A B B- C	
France	IESEG School of Management	Equally Transferable Credits		16.00-20.00 - A 14.00-15.99 - B 12.00-13.99 - C 11.00-11.99 - D	A B B- C	ECTS grades are transferred.
France	Sciences Po Lille	Equally Transferable Credits		16-20 - A 14-15 - B 12-13 - C 11 - D	A B B- C	
France	Université Catholique de Lille	Equally Transferable Credits		A B C D	A B B- C	
Georgia	Caucasus University	Equally Transferable Credits		91-100 - A 81-90 - B 71-80 - C	A B C	
Germany	Humboldt University of Berlin	Equally Transferable Credits		1-1.5 - A 1.6-2 - B 2.1-3 - C	A B C	
Germany	Martin Luther University Halle-Wittenberg	Equally Transferable Credits		1-1.7 - A 2 - B 2.5 - C	A B C	
Greece	University of West Attica	Equally Transferable Credits		Equally Transferable Grades		ECTS Credits & Grades are transferred.
Hungary	Corvinus University of Budapest	Equally Transferable Credits		5 - A 4 - B 3 - C	A B C	
Hungary	National University of Public Service	Equally Transferable Credits		5 - A 4 - B 3 - C	A B C	
Hungary	University of Pecs	Equally Transferable Credits		5 - Excellent 4 - Good 3 - Average	A B C	
India	University of Sharda	Equally Transferable Credits		10 - O 9 - A+ 8 - A 7 - B+	A A- B C	

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
Israel	Tel-Aviv University	1 2 3	2 4 6	95-100-Excellent 85-94 - Very Good 75-84 - Good 65-74 - Fairly Good	94-100 - A 90-93 - A- 87-89 - B+ 83-86 - B 80-82 - B- 77-79 - C+ 73-76 - C	
Italy	Ca'Foscari University of Venice	Equally Transferable Credits		30 lode 30 29 28 27 26 25 24 23 22	A A A A- A- B+ B B- C+ C	Transferred grades are calculated based on mathematical proportion considering C (73) as a passing grade.
Italy	University of Bologna	Equally Transferable Credits		30 lode 30 29 28 27 26 25 24 23 22	A A A A- A- B+ B B- C+ C	
Japan	Ritsumeikan Asia Pacific University	2 4	4 8	90-100 - A+ 80-89 - A 70-79 - B	A B C	
Japan	University of Tsukuba	1 2 3 4	2 4 6 8	90-100-4.3 - A+ 80-89-4 - A 70-79-3 -B	A B C	
Japan	Yamanashi Gakuin University	1 3	2 6	90-100-4 - A 80-89-3 - B 70-79-2 - C	A B C	
Kazakhstan	Almaty Management University	Equally Transferable Credits		A B C D	A B B- C	ECTS Credits are transferred.
Kazakhstan	Kazakh-British Technical University	Equally Transferable Credits		Equally Transferable Grades		

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
Latvia	Stockholm School of Economics in Riga	1 2 3 4 5 etc.	1.5 3 4.5 6 7.5 etc.	A B C D	A B B- C	
Latvia	University of Latvia	1 2 3 4 5 etc.	1.5 3 4.5 6 7.5 etc.	9-10 - A 8 - B 7 - C	A B C	
Lithuania	Kaunas University of Technology	Equally Transferable Credits		10 9 8 7	A A- B C	
Lithuania	Mykolas Romeris University	Equally Transferable Credits		10 9 8 7	A A- B C	
Lithuania	Vytautas Magnus University	Equally Transferable Credits		10 9 8 7	A A- B C	
North Macedonia	University of Information Science and Technology "St. Paul the Apostle"	Equally Transferable Credits		91-100 - 10 - A 81- 90 - 9 - B 71-80 - 8 - C	A B C	
Poland	Kozminski University	Equally Transferable Credits		92-100-5 - A 84-91-4.5 - B 76-83-4 - C 68-75-3.5 - D	A B B- C (only 73,74,75)	If a student gets D for a course with 73, 74, 75, the course will be transferred on the condition that he/she provides document showing point grade.
Portugal	ISCTE Business School	Equally Transferable Credits		A B C D	A B B- C	ECTS Credits and grades are transferred.

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
Romania	SNSPA (National University of Political Studies and Public Administration)	Equally Transferable Credits		10 9 8 7	A A- B C	
Russia	ITMO (Information Technologies, Mechanics and Optics) University	Equally Transferable Credits		5 - A 4 - B 4 - C 3 - D	A B B- C	
Russia	MGIMO (Moscow State Institute of International Relations) University	Equally Transferable Credits		90-100 - 5 - A 82-89 - 4 - B 75-81 - 4 - C 67-74 - 3 - D	A B B- C (only 73,74)	If a student gets D for a course with 73, 74, the course will be transferred on the condition that he/she provides document showing point grade.
Spain	University of Zaragoza	Equally Transferable Credits		Distinction - A+ 9-10 - A 8-8.9 - B 7-7.9 - C	A A B C	
Switzerland	University of Basel	Equally Transferable Credits		6 5.5 5 4.5	A B B- C	
Switzerland	University of Geneva	Equally Transferable Credits		5.25-6 - A 4.75-5 - B 4.5 - C 4.25 - D	A B B- C	
The Czech Republic	Masaryk University	Equally Transferable Credits		1 - A 1.5 - B 2 - C 2.5 - D	A B B- C	

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
The Czech Republic	University of Economics, Prague	Equally Transferable Credits		90-100 - 1 75-89 - 2 60-74 - 3	A B C (only 73, 74)	If a student gets 3 for a course with 73, 74, the course will be transferred on the condition that he/she provides document showing point grade.
The Republic of Korea	Hankuk University of Foreign Studies	2 3	4 6	96-100 - A+ 91-95 - A0 86-90 - B+ 81-85 - B0 76-80 - C+ 71-75 - C0	A A B+ B C+ C	
The Republic of Korea	KAIST (Korea Advanced Institute of Science and Technology)	2 3	4 6	4.3 - A+ 4 - A0 3.7 - A- 3.3 - B+ 3 - B0 2.7 - B- 2.3 - C+ 2 - C0	A A A- B+ B B- C+ C	
The United Kingdom	Aberystwyth University	20 10	10 5	70 - 100 % 60 - 69 % 50 - 59 %	A B C	ECTS Credits are transferred.
The United Kingdom	University of Glasgow	20 10	10 5	18-22 - A 15-17 - B 12-14 - C	A B C	ECTS Credits are transferred.
The United States of America	American University	3	6	Equally Transferable Grades		

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
The United States of America	Michigan State University	3 4	6 8	4 3.5 3 2.5 2.0	A B+ B C+ C	
The United States of America	University of Central Florida	3	6	Equally Transferable Grades		
Turkey	Abdullah Gül University	Equally Transferable Credits		Equally Transferable Grades		ECTS credits are transferred.
Turkey	Beykent University	Equally Transferable Credits		90-100 - AA 85-89 - BA 80-84 - BB 75-79 - CB 70-74 - CC	A B+ B C+ C (only 73, 74)	If a student gets CC for a course with 73,74, the course will be transferred on the condition that he/she provides document showing point grade.
Turkey	Istanbul Gelisim University	Equally Transferable Credits		90 - 100 - AA - A 85-89 - BA - B 75-84 - BB - C 65-74 - CB - D	A B B- C (only 73,74)	If a student gets D for a course with 73,74, the course will be transferred on the condition that he/she provides document showing point grade.
Turkey	Istanbul Şehir University	Equally Transferable Credits		4.1 - A+ 4.00 - A 3.70 - A- 3.30 - B+ 3.00 - B 2.70 - B- 2.30 - C+ 2.00 - C	A A A- B+ B B- C+ C	ECTS Credits are transferred.

Country	University	Credits at Host University	Credits at ADA	Grades at Host University	Grades at ADA	Notes
Turkey	Kadir Has University	Equally Transferable Credits		4.00 - AA 3.50 - BA 3.00 - BB 2.50 - CB 2.00 - CC	A B+ B C+ C	
Turkey	Koç University	Equally Transferable Credits		4.3 - A+ 4.00 - A 3.70 - A- 3.30 - B+ 3.00 - B 2.70 - B- 2.30 - C+ 2.00 - C	A A A- B+ B B- C+ C	ECTS Credits are transferred.
Turkey	Middle East Technical University	Equally Transferable Credits		4.00 - AA 3.5 - BA 3.00 - BB 2.5 - CB 2.00 - CC	A B+ B C+ C	ECTS Credits are transferred.

## Country-by-Country Academic Summaries

### AUSTRIA

#### University of Salzburg

##### Academic Notes

The bachelor's program comprises 6 semesters of study and requires 180 ECTS credits for completion. The degree program consists of 126 ECTS credits of mandatory courses, 12 ECTS credits of internship work, 6 ECTS credits are apportioned to the bachelor's thesis and 36 ECTS credits to free electives. The master's program comprises 120 ECTS credits and requires 4 semesters of study.

One ECTS credit equals 25 hours of academic work.

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

##### Grading System

Austrian Denomination	English Translation	ECTS Grade
Sehr gut (1)	Excellent	A
Gut (2)	Good	B
Befriedigend (3)	Satisfactory	C
Genügend (4)	Sufficient	D,E
Nicht genügend (5)	Fail	FX,F

##### Related Links:

<https://www.uni-salzburg.at/index.php?id=201181&L=1&MP=93-44799>

<https://www.uni-salzburg.at/index.php?id=201311&L=1&MP=93-44799>

### BULGARIA

#### “Angel Kanchev” the University of Ruse

##### Academic Notes

The European Credit Transfer and Accumulation System (ECTS) was introduced in Ruse University in the beginning of 2005/2006 academic year. The underlying condition in the methodology applied is that the full-time course of study in a given academic subject is determined as the sum total of contact hours, self-study hours per semester, hours allotted

to work on the individual student assignment and self-study hours for exam preparation. For all academic subjects in a given semester, this time equals 800 hours. Each academic subject from the curriculum is awarded a credit equivalent depending on the full-time student workload in it. For a total of 800-hour workload and 30-credit-hour equivalent per semester, the academic credits for each subject are determined by dividing the full-time workload per subject by 26,67 hours, which correspond to one academic credit for Ruse University.

### Grading System

Local grade	ECTS grade
6 (excellent)	A
5 (very good)	B
4 (good)	C
3 (fair)	D
2 (poor)	FX
No attendance	F
Didn't sit the examination	F

### Related Links:

<http://erasmus.uni-ruse.bg/en/?cmd=cmsPage&pid=25>

<http://erasmus.uni-ruse.bg/en/?cmd=cmsPage&pid=36>

## CHINA

### Capital Normal University

#### Academic Notes

Capital Normal University uses local credit system. One class hour/week corresponds to 1 credit. For example, student may take intensive Chinese course 8 hours/week. Student will earn 8 credits if he/she can successfully pass the exam.

Duration of semester: 18 weeks

Duration of one course per semester: 18 weeks

Duration of one class per week: 45 minutes

### Grading System

A	(100-96)
A-	(95-90)
B	(89-85)
B-	(84-80)
C	(79-75)

C-	(74-70)
D	(69-60)
F	(Below 60)

### East China Normal University

#### Academic Notes

1 Credit consists of 18 class hours, whereas 1 class hour equals 45 minutes. Credits may differ from course to course. For the Standard Chinese language program, one exchange student usually takes three or four courses per semester and each course may account for 4 or 8 credits according to different arrangements for different language levels. For Global China Program (English-taught courses), one exchange student could take the Chinese course that account for 6 credits and at the meantime, he/she could take up to four English-taught courses (3 credits for each).

#### Grading System

For exchange students (in terms of the English-taught GCP program and Chinese Language programs) 100% grading system is applied:

A	(90-100)	Outstanding
B	(80-89)	Good
C	(70-79)	Satisfactory
D	(60-69)	Improvements needed
E	(0-59)	Fail

## CROATIA

### The University of Split

#### Academic Notes

Each course unit consists of 15 teaching weeks per semester. Weekly schedule for teaching the course units according to the number of ECTS credits:

- 5 or 6 ECTS credits equals 2 hours of theory and 2 hours of practical classes;
- 4 ECTS equals 2 hours of theory and 1 hour of practical classes;
- 4 ECTS credits for foreign languages equals 1 hour of theory and 2 hours of practical classes;
- 2 or 3 ECTS credits equals 1 hour of theory and 1 hour of practical.

Total student workload for 1 ECTS is 30 hours.

In some courses there are assignments such as monthly tests, short class tests, homework, papers, project and team work, etc. Certain percentage of attendance of lectures (theory classes) and exercises (practical classes) is prerequisite for taking the exam (% varies from course to course).

There are preliminary written exams (kolokviji) held during the semester or exams (ispiti) held at the end of each semester during four-week examination sessions. Exam consists of a written and oral examination.

### Grading System

5	Excellent	Outstanding performance
4	Very good	Above-average standard but with some errors
3	Good	Generally good work with a number of notable errors
2	Sufficient	Performance meets the minimum criteria
1	Fail	More work required before credit can be awarded

Related Link:

<http://www.efst.unist.hr/suradnja/me%C4%91unarodna-suradnja/incoming-students/studying-at-efst>

## ESTONIA

### Tallinn University of Technology

#### Academic Notes

University studies shall be carried out in accordance with study programs. Since 1 September 2009 the volume of studies is measured in European credits (hereinafter ECTS credits). One ECTS credit corresponds to 26 hours of study by a student.

A study program is a document which sets out the objectives of the studies conducted, including the expected learning outcomes, the nominal duration and volume of studies, the language of instruction, the list, volume and short descriptions of the courses, the options and conditions for selecting subjects, main specialties and the conditions for the completion of studies. When drawing up study programs, it has been assumed that a student acquires 60 ECTS credits, which corresponds to 1560 hours of study by a student.

Academic studies take place at three levels:

- bachelor's studies, workload 180 ECTS credits, nominal duration of studies 3 years
- master's studies, workload 120 ECTS credits, nominal duration of studies 2 years
- doctoral studies, workload 240 ECTS credits, nominal duration of studies 4 year

#### Grading System

An assessment criterion shall specify the expected level and scope of knowledge which can be proved by the assessment methods. Assessment may be either graded or non-graded. In case of graded assessment, the achievement of learning outcomes is assessed based on the following scale:

A (5)	Excellent	Outstanding and particularly profound achievement of learning outcomes, along with creativity and consummate proficiency in applying skills and knowledge
B (4)	Very good	Very good achievement of learning outcomes, along with proficiency in applying skills and knowledge in a targeted and creative manner. Some details of knowledge and skills may exhibit errors which are neither substantive nor serious
C (3)	Good	Good achievement of learning outcomes, along with proficiency in applying skills and knowledge in a relevant manner. A certain imprecision and uncertainty are apparent in the depth and detail of knowledge and skills
D (2)	Satisfactory	Sufficient achievement of learning outcomes, along with application of knowledge and skills in a typical manner; in atypical situations both, uncertainty as well as lack of knowledge and skills are apparent
E (1)	Poor	Minimum acceptable achievement of the most important learning outcomes along with limited application of knowledge and skills in typical situations; in atypical situations both, considerable uncertainty as well as lack of knowledge and skills are apparent
F (0)	Failed	Achievement in knowledge and skills below the minimum standard

Related Links:

<https://www.ttu.ee/students/study-information-2/academic-information/>  
<https://www.ttu.ee/studying/exchange-studies/exchange-studies-incomingoutgoing/before-studies/academic-issues/>

## University of Tartu

### Academic Notes

The system of credits in use, European Credit Transfer and Accumulation System (ECTS), is a cumulative calculation of credit points based on the workload of a student. One credit point corresponds to 26 hours of studies (lectures, seminars, practice, homework or independent work, assessment of learning outcomes) performed by a student.

In full-time studies, 75-100% of the total of the courses specified in the curriculum must be completed each year:

at least 45 ECTS by the end of the first year;  
 at least 90 ECTS by the end of the second year;  
 at least 135 ECTS by the end of the third year.

Exchange students:

At least 15 ECTS per semester.

### Grading System

At the University of Tartu both differentiated and non-differentiated assessment of the learning outcomes (described for courses) are being used.

Differentiated assessment:

A	Excellent
B	Very good
C	Good
D	Satisfactory
E	Poor
F	Fail

In the case of non-differentiated assessment of the learning outcomes students may be given pass/fail grades.

Related Link:

<https://www.ut.ee/en/studies/study-regulations/credits>

## FRANCE

### Audencia Business School

#### Academic Notes

Audencia Business School uses ECTS credit system. 1 ECTS corresponds to 25 - 30 hours of work (contact hours and self-study). The normal credit load for programs is 30 ECTS per semester

#### Grading System

ECTS Conversion Scale	
Audencia	ECTS
16-20	A
14-15.99	B

13-13.99	C
12-12.99	D
11-11.99	E
8-9.99	Fx
0-7.99	F

Students are graded on a scale from 0 to 20.

The minimum passing grade for full credit for a course is 10/20.

## **CEFAM**

### Academic Notes

US credit system is applied at CEFAM. Three teaching hour per week is scheduled for 3 US credit class. For a one credit class it is usually a 1h30 teaching hour scheduled.

### Grading System

Letter Grade		Value
(93-100%)	A	4.00
(89-92%)	A-	3.67
(86-88%)	B+	3.33
(83-85%)	B	3.00
(79-82%)	B-	2.67
		2.50
(76-78%)	C+	2.33
(73-75%)	C	2.00
(69-72%)	C-	1.67
(66-68%)	D+	1.33
(63-65%)	D	1.00
(60-62%)	D-	0.67
(0-59%)	F	0.00

## **ICD International Business School**

### Academic Notes

ICD International Business School uses ECTS credit system.

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

### Grading System

ECTS	% of successful students normally achieving the grade	Definition
A	10	Excellent - outstanding performance with only minor errors
B	25	Very good - above the average 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

### IESEG School of Management

#### Academic Notes

IESEG School of Management uses ECTS. The number of contact hours varies from the format and the level of the course. There are extensive (semester long) and intensive (week long) courses and seminars (3 days). Therefore, students usually have to attend from 8 to 13 courses per semester to get 30 ECTS. A semester is 13/14 weeks. Intensive courses (16 hrs in class) are 2 ECTS.

1 ECTS credit is equivalent to twenty-five hours of work (including contact hours).

30 ECTS per semester is the regular workload for bachelor and master's degree programs.

A typical bachelor's degree program requires 180 credit hours (3 years), while a typical master's degree requires 120 ECTS (2 years).

#### Grading System:

IÉSEG Grade	ECTS Grade
16.00/20 or more	A
14.00-15.99/20	B
12.00-13.99/20	C
11.00-11.99/20	D
10.00-10.99/20	E
Less than 10.00	F

Related Link:

<https://www.ieseg.fr/en/programs/international-summer-academy/faq/grades-and-credits/>

## Sciences Po Lille

### Academic Notes

Sciences Po Lille recognizes and applies ECTS (European Credit Transfer System). The terms of validating the year of mobility are provided by the study regulations.

A contract for research or "Learning agreement" established in advance, guarantees the recognition of mobility in the student's curriculum, subject to their success in examinations.

### Grading System

ECTS grade:

A	The highest 10% of a class	Excellent	Outstanding performance
B	The following 25 %	Very good	Above the average standard
C	The following 30 %	Good	Generally sound work
D	The following 25 %	Satisfactory	Fair
E	The last 10% of a class	Sufficient	Performance meets minimum criteria
FX		Fail	Passing level not obtained
F		Fail	Level considerably below passing

Grading at Sciences Po Lille is on a scale of 0 to 20.

Each class is graded separately, and a minimum grade of 10 is required to pass a course. Only grades ranging from 10 to 20 are ranked.

Related Link:

<http://www.sciencespo-lille.com/current-international-student/international-exchange-students/courses>

[http://www.sciencespo-lille.com/sites/default/files/current/documents/spl\\_grading\\_scale\\_systems.pdf](http://www.sciencespo-lille.com/sites/default/files/current/documents/spl_grading_scale_systems.pdf)

**Université Catholique de Lille** 

### Academic Notes

In the European Credit Transfer System (ECTS), the normal workload for a full-time student is usually about 30 credits per semester.

UCL is a multidisciplinary university offering a wide range of study areas. To take into account the specificity of these different study areas, the departments have set up a grading scale that meets their own academic requirements and specificity.

### Grading System

ECTS	% of successful students normally achieving the grade
A	The top 10 % validating this course module
B	The top 25 % validating this course module
C	The top 30 % validating this course module
D	The top 25 % validating this course module
E	The top 10 % validating this course module
FX	Incomplete – some more work required in order to pass
F	Fail – considerable further work is required

Related Link:

<https://www.univ-catholille.fr/sites/default/files/fichiers/Programs/Grading-Scale.pdf>

## GEORGIA

### Caucasus University

#### Academic Notes

CU uses 100% grading system and also they are part of the Bologna process, which makes it simple to convert received ECTS credits both for Georgian and incoming exchange students.

According to the credit system, CU has 2.5, 5, 6 or 8 ECTS credit courses, depends to the faculty and program. The number of credit hours are from 25 to 30 ECTS and the duration of each class is 2 hours. Per semester, students are required to cover maximum 30 ECTS credits.

#### Grading System

The Evaluation system for International Exchange Students looks like this:

Score (Max.100) Grade distribution according to the Caucasus University Regulation	Grade	Evaluation	Classification of Evaluation

91-100	A	Excellent	Positive
81-90	B	Very Good	Positive
71-80	C	Good	Positive
61-70	D	Satisfactory	Positive
51-60	E	Sufficient	Positive
41-50	FX	Unsatisfactory	Negative
40 and below	FX	Unsatisfactory	Negative

## GERMANY

### Humboldt University of Berlin

#### Academic Notes

ECTS system is applied at Humboldt University.

1 full academic year = 60 ECTS

1 semester = 30 ECTS

1 term/trimester = 20 ECTS

#### Grading System

Description of the institutional grading system:

A = 1,0 – 1,5 herausragend/excellent

B = 1,6 – 2,0 sehr gut/very good

C = 2,1 – 3,0 gut/good

D = 3,1 – 3,5 befriedigend/satisfying

E = 3,6 – 4,0 ausreichend/sufficient

F = 4,1 – 5,0 durchgefallen - nicht ausreichend/fail – non-sufficient

#### ECTS Grading scale

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

## Martin Luther University Halle-Wittenberg

### Academic Notes

Martin Luther University Halle-Wittenberg uses ECTS. One ECTS credit credit corresponds to 30 hours of work. Semester credit hours for bachelor and master's degree programs is 30 ECTS.

### Grading System

German Grade		ECTS Grade
Very good		
1-1.5	Is given for the exceptionally independent and excellent performance	A
1.5	Is given for the independent and excellent performance	A
1.7	Is given for the excellent but not particularly independent performance	A
Good		
2	Is given for the good performance, a little above average	B
2.5	Is given for the average performance	C
3	Is given for the mediocre performance, slightly below average	D
Acceptable		
4	Is given for the just acceptable performance, is the passing mark indicating that the student fulfilled the goals of the class in a satisfactory way	E
	Fail	
Not satisfactory		
5	Is given for the hesitant and not satisfactory performance	FX
6	Is given for the very hesitant, very insufficient, very unsatisfactory performance and the for the completely unacceptable performance	F

## GREECE

### University of West Attica

### Academic Notes

University of West Attica (UniWA) uses the European Credit Transfer and Accumulation System (ECTS). ECTS credits express the volume of learning based on defined learning outcomes and associated workload.

By completing a course, seminar, module etc. you get awarded with ECTS-credit points. Every ECTS credit point stands for a certain amount of workload. Typically, one year corresponds to 60 ECTS-credits (30 ECTS per semester). A 4-year Bachelor's program has 240 ECTS-credits; a 2-year Master's program usually 120 ECTS-credits, etc.

At UniWA, one ECTS credit point equals to 25-27 working (credit?) hours. Workload is an estimation of the time an individual typically needs to complete all learning activities such as lectures, seminars, projects, practical work, internship, and individual study required to achieve the defined learning outcomes in formal learning environments.

The workload is calculated by a formula depending on the scheduled hours (45 minutes of real time) of each module per week. More specifically, 1 (one) hour of class time of theory or exercises equals typically to 3 (three) hours of workload and 1 (one) hour of class time of laboratory to 1 (one) hour of workload. I.e. a module with 2 (two) hours of theory, 1 (one) hour of exercises and 2 (two) hours of laboratory equals to 11 hours of workload.

Fall and Spring Semesters include 13 weeks of classes each. Therefore, the total amount of workload in a semester is calculated by multiplying the workload of all the modules per week with the amount of the weeks.

### Grading System

	ECTS scale	UniWA scale
F	Fail	0.00 – 4.00
FX	Fail (Almost passing)	4.00 – 4.99
E	Lowest passing mark	5.00
D	Almost good	5.00 – 6.49
C	Good	6.50 – 7.49
B	Very Good	7.50 – 8.49
A	Excellent	8.50 – 10.00

## HUNGARY

### Corvinus University of Budapest

#### Academic Notes

Corvinus University uses ECTS credit system. One ECTS credit corresponds to 30 hours of work. One BA/Bsc degree is 180 credits, while a Master degree is 120 credits. Usually the courses count 6 credits.

## Grading System

Local Grades		ECTS Grades	
5	Jeles	A	Excellent
4	Jó	B	Good
3	Közepes	C	Satisfactory
2	Elégséges	D / E	Pass / Sufficient
1	Elégtelen	F	Fail*
-	Nem jelent meg	DNA	Did not attend*
-	Nem vizsgázott	I	Incomplete*
-	Aláírva	S	Signed*
-	Megtagadva	R	Refused*

Related Link:

<https://www.uni-corvinus.hu/index.php?id=44571>

### National University of Public Service (NUPS)

#### Academic Notes

The obligatory use of the ECTS compatible credit system was introduced in September 2003, but several higher education institutions have already been using it since the middle of the 1990s. According to the governmental decree on the introduction of the credit system one credit corresponds to 30 hours of student workload. The minimum number of credits for a college-level degree is 180, for a university-level degree is 240, for a further specialisation degree is 60 while for the doctoral degree it is 180

Fall and Spring Semesters include 12 weeks of instruction and 3 weeks of training. Class time is 45 minutes. Semester credit hours for bachelor programs is usually 30 credit hours (max. 33 credit hours).

#### Grading System

Local Grading		Equivalent ECTS Grading	
5	Jeles	A	Excellent
4	Jó	B	Good
3	Közepes	C	Satisfactory/Average
2	Elégséges	D/E	Pass/Sufficient
1	Elégtelen	F	Fail
Nem jelent meg		DNA	Did not attend

Nem vizsgázott		I	Incomplete
Aláírva		S	Signed
Megtagadva		R	Refused

## Related Links:

<https://en.uni-nke.hu/incoming-students/academic-affairs/rules-and-regulations>

<https://en.uni-nke.hu/education/exchange-studies/course-catalogue>

**University of Pecs**

## Academic Notes

University of Pecs uses ECTS. One ECTS credit corresponds 30 hours of work. Class time of one credit hour is 45 minutes. Semester credit hours for bachelor is 180 credits and for master's degree programs is 120 credits.

## Grading System

5	Excellent
4	Good
3	Average
2	Satisfactory
1	Fail

**INDIA****University of Sharda**

## Academic Notes

University of Sharda uses local credit system ranging between 0-10. Students can earn 3 credits from most courses, 4 credits from courses that have labs. One credit corresponds to 25 hours of work.

Bachelor and Master degree students can register up to 6 courses per semester (18-21 credits).

## Grading System

0	10 points	Outstanding
A+	9 points	Excellent
A	8 points	

B+	7 points	Good
B	6 points	
C	5 points	Satisfactory
P	4 points	Weak
F	0 points	Fail
Ab	0 points (absent)	

C is a pass grade. Anything below C is not a pass Grade.

## ISRAEL

### Tel-Aviv University

#### Academic Notes

Tel-Aviv University uses local credit system. 1 Tau Credit corresponds to 2 ECTS. 1 class hour equals to 45 minutes. Semester credit hours for bachelor and master's degree programs is 15-20 credits.

#### Grading System

TAU Scale of Grades	
95-100	Excellent
85-94	Very Good
75-84	Good
65-74	Fairly Good
60	Lowest Passing Grade

Related Link:

[https://en-rector.tau.ac.il/TAU Grade Scale](https://en-rector.tau.ac.il/TAU_Grade_Scale)

## ITALY

### Ca' Foscari University of Venice

#### Academic Notes

Ca' Foscari University of Venice endorses the principles of the ECTS (European Credit Transfer System) and has arranged a university regulation, based on the full academic

recognition of the educational activities carried out by students during their international mobility period.

Ca' Foscari University, in agreement with the principles that rule the ECTS system, has recognised the equivalence 1 CFU = 1 ECTS.

1 ECTS is equal to 25 hours of study.

For incoming exchange students there is no limit to the number of credits to be taken at Ca' Foscari University. Students register to courses based on their study plan and requirements of the sending institution.

### Grading System

The grading system is based on the percentage distribution of grades, according to groups of homogeneous degree programs (classi di laurea). In the transition from one system to the other, the traditional system (A, B, C, D, E) has been rearranged into groups of degree programs (classi di laurea). The grading system ranges between 18-30L.

Related Links:

<https://www.unive.it/pag/12574/>

<https://www.unive.it/pag/12605/>

## University of Bologna

### Academic Notes

“Bologna process” is applied at the University of Bologna. Degree courses are usually structured in credits. 1 CFU = credit = 1 ECTS corresponds to 25 working hours (teaching, independent study, examinations, tutorials). The average workload of a full time student is conventionally fixed at 60 credit per year.

### Grading System

The ECTS scale is built according to the following rule:

A	The best 10% of students
B	The next 25 % of students
C	The next 30 % of students
D	The next 25 % of students
E	The final 10% of students

Related Link:

<https://www.unibo.it/en/teaching/enrolment-transfer-and-final-examination/the-university-system/ects-label/the-ects-grading-scale>

**JAPAN****Ritsumeikan Asia Pacific University**

## Academic Notes

APU operates on a semester system made up of two quarters. Some classes (mostly language) run for the duration of the semester while other classes are usually taught in one of the two quarters. One semester is 14 weeks (plus 2 weeks of exams).

1 major course = 2 credits

1 language class = 4 credits

Undergraduate degree-seeking students usually take 30 credits per semester depending on the year they are in. Maximum number of credits student can take:

1<sup>st</sup> Year: 18 credits

2<sup>nd</sup> and 3<sup>rd</sup> Year: 20 credits

4<sup>th</sup> Year: 30 credits

Number of Hours per Week per Course:

4 classes×95 minutes: Semester-based language course

1 class×95 minutes: Semester-based major course

2 classes×95minutes: Quarter-based major course

## Grading System

A+	100 – 90%
A	89 – 80%
B	79 – 70%
C	69 – 60%
F	Fail under 60%

Related Link:

[http://en.apu.ac.jp/academic/uploads/fckeditor/public/toapu/student\\_exchange/2019\\_Exchange\\_Program\\_Fact\\_Sheet.pdf](http://en.apu.ac.jp/academic/uploads/fckeditor/public/toapu/student_exchange/2019_Exchange_Program_Fact_Sheet.pdf)

**University of Tsukuba**

## Academic Notes

The University of Tsukuba uses local credit system. One (1) unit of credit requires 45 hours of academic work in the context of the course structure, academic outcomes, and self-directed learning other than coursework.

The University of Tsukuba calculates 1 class period (75 minutes) as 1.5 hours. In regard to courses involving practical training or independent study, each school and college assigns a certain number of credits.

Students are allowed to register for up to 45 credits per year (only for courses eligible for credits required for graduation).

### Grading System

Grade	Grade Point	Evaluation Criteria	Reference (approximate conversion)
A+	4.3	Achieved the goal with excellent results	90-100 points
A	4	Achieved the goal with an excellent grade	80-89 points
B	3	Achieved the goal	70-79 points
C	2	Achieved the minimum goal	60-69 points
D	0	Did not achieve the goal	Less than 60 points
P	-	Attained the standard level of coursework	-
F	-	Did not attain the standard level of coursework	-

Related Link:

[http://www.tsukuba.ac.jp/en/application/files/8415/3509/3913/2018\\_epguidebook\\_1.pdf](http://www.tsukuba.ac.jp/en/application/files/8415/3509/3913/2018_epguidebook_1.pdf)

### Yamanashi Gakuin University

#### Academic Notes

Lectures are offered as 3 credit courses and workshops as 1 credit courses. Both bachelor and master students are recommended to take 15-18 credits per semester. Students should complete 124 credits for graduation (bachelor program).

Class time of one credit hour is 750 minutes (12 hrs 30 min) and contact hours 37.5.

#### Grading System

Classification	Grade	Evaluation	GP	Interpretation of Grade
Pass	A	100-90	4.0	Excellent
	B	89-80	3.0	Good

	C	79-70	2.0	Satisfactory
	D	69-60	1.0	Marginal
Fail	F	Less than 59	0.0	Fail
Not subject to GP	P	Above 60		Pass
	NP	Less than 59		Non-pass
	R	Recognised credit course		Recognised credit
	W	Withdrawal		Withdrawal

## KAZAKHSTAN

### Almaty Management University

#### Academic Notes

ECTS	Kazakhstan credit system
1	1
2	1
3	2
4	2
5	3
6	4
7	4
8	5
9	5
10	6
11	7
12	7
13	8
14	8
15	9
16	10
17	10

Semester credit load:

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

## Grading System

ECTS Scale	% 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

**Kazakh-British Technical University KBTU**

## Academic Notes

As of 2019, the credit system in Kazakh-British Technical University is similar to ECTS.

1 credit is equivalent to 30 hours.

Class time of one credit hour is 50 minutes.

Semester credit hours for bachelor programs is 28-35 ECTS and for master programs 10-25 ECTS.

## Grading System

Grade	Grade Point Value
A	4.0
A-	3.67
B+	3.33
B	3.0
B-	2.67
C+	2.33
C	2.0
C-	1.67
D+	1.33
D	1.0
F	0

**LATVIA****Stockholm School of Economics in Riga**

## Academic Notes

Stockholm School of Economics in Riga uses local credit system. 1 national credit point corresponds to 1.5 ECTS and is equal to 1 full study week, i.e. 40 hours.

## Grading System

Courses are graded using the 200-point grading system approved at SSE Riga. The grades are as follows:

1-99 points	Fail
100-139 points	Pass
140-159 points	Pass with merit
160-200 points	Pass with excellence

In line with the Bologna declaration, SSE Riga uses the ECTS (European Credit Transfer System) grades developed by the European Commission. The ECTS grading system has 5 grades defined as follows:

A	the top 10%
B	the next 25 %
C	the next 30 %
D	the next 25 %
E	the remaining 10%

The SSE Riga 200-point grading system is used internally, e.g., when evaluating student performance, while the ECTS grading system is used for the exchange program evaluation and the Diploma Supplement.

**University of Latvia**

## Academic Notes

The academic year begins in September and is over towards the end of June or in the first half of July. As a general rule, it comprises 40 weeks of lectures, seminars and practical work and is mainly divided into 2 semesters. In some faculties students also have to undergo

practical training in summer. Students are enrolled on one of various courses offered.

Latvian credit point is defined as a one-week full-time study workload. An average workload of a full-time study year in most HE programs is 40 credit points. Latvian credit point system is compatible with ECTS. The number of ECTS credits is found by multiplying the number of Latvian credit points by a factor of 1.5.

Each semester both master and bachelor students register to 20 Latvian credits (30 ECTS).

### Grading System

Grade	Meaning	Comments	Estimated corresponding ECTS grade
10	izcili (with distinction)	Knowledge of the student is substantially higher than the estimated normal level.	A
9	teicami (excellent)	Knowledge of the student is higher than the estimated normal level	A
8	ļoti labi (very good)	Knowledge corresponds to the highest expected level.	B
7	labi (good)	The student has mastered the subject deeply and with understanding, is progressing within the expected limits, but makes minor mistakes.	C
6	gandrīz labi (almost good)	The student has generally succeeded in the course within the required limits, but he or she is either merely reproducing the knowledge rather than actively using it, or making more substantial mistakes.	D
5	viduvēji (satisfactory)	Awarded to students, who are progressing within the limits of their individual abilities, generally are not behind the appropriate age group, but make substantial mistakes and reproduce the facts rather than analyse them.	E
4	gandrīz viduvēji (almost satisfactory)	The very last positive grade. Awarded to students, who do their best but still make grave mistakes and just reproduce most of the relevant material.	E/FX

3-1	neapmierinoši (unsatisfactory)	Marks of different levels for students whose records are below the expected.	Fail
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## LITHUANIA

### **Kaunas University of Technology**

#### Academic Notes

Kaunas University of Technology uses the ECTS credit system. ECTS credits represent the workload and defined learning outcomes ("what the individual knows understands and is able to do") of a given course or program. 60 credits are the equivalent of a full year of study or work. In a standard academic year, 60 credits would be usually broken down into several smaller components.

A typical "first cycle" (or Bachelor's) Degree, would consist of 180 or 240 credits, whereas a typical "second cycle" (or Master's) Degree, would consist of 90 or 120 credits, with at least 60 credits at second cycle level.

#### Grading System

	Mark	Meaning of the mark	Description of the mark
Passed	10	Excellent	Excellent, exceptional knowledge and abilities
	9	Very good	Solid, good knowledge and abilities
	8	Good	Better than average knowledge and abilities
	7	Average	A average knowledge and abilities, minor mistakes
	6	Satisfactory	Knowledge and abilities (skills) are lower than average, mistakes
	5	Weak	Knowledge and abilities (skills) fulfil minimum requirements
Failed	4, 3, 2, 1	Unsatisfactory	Minimum requirements are not fulfilled

### **Mykolas Romeris University**

#### Academic Notes

National credits and ECTS credits are equal.

Following the Law on Higher Education and Research of the Republic of Lithuania Lithuanian Higher Education Institutions on 1 September, 2011 moved to a new system for calculating the credits - ECTS.

A study credit system is used to measure the volume of studies at the University. A credit is a unit of study volume used to measure learning outcomes and the hours of student work required to achieve them, i.e. credit is based on the student workload needed in order to achieve expected learning outcomes. The study results measured in study credits are coupled with the study cycles and fields, while their objectives are described in study programs. The estimated student work volume is 27 hours per one study credit.

The usual length of studies is measured in years. One academic year is 1600 hours.

The usual volume of one year and one semester of full-time studies are 60 and 30 credits, respectively. A student is entitled to choose a different volume of full-time studies; however, it may not be less than 45 credits per year.

### Grading System

Threshold of passing	Grading system (ten-points)	Brief description of knowledge and abilities	Percent of achieved learning objectives	Percent of grade distribution for undergraduate students	Percent of grade distribution for master level students	Conversion into former ECTS grade
PASSED	10	Excellent, exceptional knowledge and abilities (excellent)	> 95	10	11	A
	9	Sound, good knowledge and abilities (very good)	> 85	15	18	B
	8	Better than average knowledge and abilities (good)	> 75	20	24	C
	7	Average knowledge and abilities, there are minor mistakes (average)	> 65	20	20	C
	6	Knowledge and abilities (skills) are lower than average, there are mistakes (satisfactory)	> 55	17	14	D
	5	Knowledge and abilities (skills) satisfy minimal requirements (poor)	> 50	18	12	E
FAILED	4	Minimal requirements are not satisfied (Unsatisfactory)	< 50	-	-	-
	3					
	2					
	1					

Related Link:

[https://www.mruni.eu/en/prospective\\_students/erasmus/](https://www.mruni.eu/en/prospective_students/erasmus/)

## Vytautas Magnus University

### Academic Notes

Vytautas Magnus University uses ECTS credit and grading system. 1 ECTS is equal to 26,5 hours which includes classes and individual work. Usually, if the subject is 4 ECTS it consists of 45 hours of work in class and 61 hours of individual work; if the subject is 6 ECTS it consists of 60 hours of work in class and 99 hours of individual work.

Student should take 30 ECTS credits per semester which is equal to 790 hours: 360 hours of work in class and 430 hours of individual work.

### Grading System

Pass/Fail System	Marking System	Definition
Pass	10 (excellent)	Excellent performance, outstanding knowledge and skills
	9 (very good)	Strong performance, good knowledge and skills
	8 (good)	Above the average performance, knowledge and skills
	7 (highly satisfactory)	Average performance, knowledge and skills with unessential shortcomings
	6 (satisfactory)	Below average performance, knowledge and skills with substantial shortcomings
	5 (sufficient)	Knowledge and skills meet minimum criteria
Fail	4	(insufficient) Knowledge and skills do not meet minimum criteria / below minimum criteria
	3	
	2	
	1	

## NORTH MACEDONIA

### University of Information Science and Technology “St. Paul the Apostle”

#### Academic Notes

ECTS credit system is applied at the University of Information Science and Technology “St. Paul the Apostle”. ECTS credits are recorded on student’s transcript.

#### Grading system

Points	National grade – mark	Description in words- English
91-100	10	Excellent
81-90	9	Very good
71-80	8	Very good
61-70	7	Good
51-60	6	Sufficient
Less than 51	1-5	Fail

## POLAND

### Kozminski University

#### Academic Notes

Kozminsky University uses ECTS. According to Polish and EU regulations, 1 ECTS corresponds to 25-30 hours of student workload. Credit hours & class time of one credit hour depend on a particular program and course; credits are indicated in the description (syllabus) of each course, along with contact hours and self-learning time.

Bachelor programs (3-year programs)

180 ECTS/each program

1 year = 60 ECTS; 1 semester = 30 ECTS

For Exchange students: max. 35 ECTS/semester (min. 1 course taken at KU)

Master programs (2-year programs)

120 ECTS/each program

1 year = 60 ECTS; 1 semester = 30 ECTS

For Exchange students: max. 35 ECTS/semester (min. 1 course taken at KU)

Long-term programs (5-year programs, at KU = Law)

300 ECTS

1 year = 60 ECTS; 1 semester = 30 ECTS

For Exchange students: max. 35 ECTS/semester (min. 1 course taken at KU)

#### Grading System

Definition	KU grade	ECTS grade	%
Excellent: outstanding performance with minor errors	5,0	A	100-92

Very good: above average standard but with some errors	4,5	B	91-84
Good: generally sound works with number of notable errors	4,0	C	83-76
Satisfactory plus: fair, but with number significant shortcomings	3,5	D	75-68
Sufficient: performance meets minimum criteria	3,0	E	67-60
Fail: considerable further work is required	2,0	F	59-lower
Passed: not used in the computation of GPA	Zal.	Ungraded	-

Bradford Grading Scale	Kozminski Grading Scale
70% + (pass with distinction)	5
60% - 69% (pass with merit)	4,5
40% - 59% (pass)	4
35% - 39% (marginal fail (condonable))	3
Less than 35% (poor fail)	2

Related Links:

[https://www.mruni.eu/en/ects/information package course catalogue/information on the institution/ects credit allocation/](https://www.mruni.eu/en/ects/information%20package%20course%20catalogue/information%20on%20the%20institution/ects%20credit%20allocation/)  
[https://www.mruni.eu/en/prospective students/erasmus/](https://www.mruni.eu/en/prospective%20students/erasmus/)

## PORTUGAL

### ISCTE Business School

#### Academic Notes

The official Transcripts of Records are issued by the International Relations Office both in Portuguese and ECTS scale. ECTS is based on a full student workload and not limited to

contact hours only. ECTS credits are a relative rather than an absolute measure of student workload. They only specify how much of a year's workload a course unit represents at the institution or department allocating the credits.

In ECTS, 60 credits represent the workload of an academic year of study and normally 30 credits for a semester and 20 credits for a term. ECTS credits ensure that the program will be reasonable in terms of workload for the period of study abroad.

### Grading System

ECTS Scale	Definition	% of Successful Students Normally Achieving the Grade
A	Excellent - outstanding performance with only minor errors	Best 10%
B	Very good - above the average standard but with some errors	Next 25%
C	Good - generally sound work with a number of notable errors	Next 30%
D	Satisfactory- fair but with significant shortcomings	Next 25%
E	Sufficient - performance meets the minimum criteria	Next 10%
FX	Fail - some more work required before the credit can be awarded	-
F	Fail - considerable further work is required	-

Under the Portuguese system grades are given on a scale from 0 to 20, the minimum passing grade being 10.

Related Link:

[https://www.iscte-iul.pt/assets/files/2018/06/11/1528712326380\\_ASSESSMENT\\_ECTS\\_GRADING\\_SYSTEM.pdf](https://www.iscte-iul.pt/assets/files/2018/06/11/1528712326380_ASSESSMENT_ECTS_GRADING_SYSTEM.pdf)

## ROMANIA

### **SNSPA (National University of Political Studies and Public Administration)**

#### Academic Notes

Bachelor studies presuppose 180-240 credit points, calculated in accordance with the European Credit Transfer Systems (ECTS). MA/MSc/MEng studies presuppose 90-120 credit

points, calculated in accordance with the European Credit Transfer Systems (ECTS). Exceptionally, depending on the duration of the bachelor studies, the lower ECTS limit can be 60 transferable credits.

One credit corresponds to 25 hours of class time. Credit hours may vary depending on the course. 8 credits may be equal to 200 hours (56 hours of courses and seminars, 144 hours of individual study). Credit requirement for bachelor and master programs is 30 credits per semester.

### Grading System

Grading scale is 1-10, all grades being integers. The passing grade is 5 and the highest grade is 10.

## RUSSIA

### ITMO (Information Technologies, Mechanics and Optics) University

#### Academic Notes

ITMO University employs European Credit Transfer and Accumulation System. ECTS credits are a standard means for comparing the volume of learning based on the defined learning outcomes and their associated workload. For successfully completed studies, ECTS credits are awarded.

1 ECTS credit point equals to 36 academic hours:

- 12-16 in-class academic hours (lectures and seminars) <sup>[L]</sup><sub>[SEP]</sub>
- 20-24 academic hours (project work, internships and students' individual study) <sup>[L]</sup><sub>[SEP]</sub>

One semester corresponds to 30 ECTS credits. 240 ECTS credits are required for completion of Bachelor's programs and 120 ECTS credits are required for Master's programs.

### Grading System

Russian national grade	Meaning of grade	ECTS
5 (excellent)	High level of competence	A
4 (good)	Good general performance	B
		C
3 (satisfactory)	Fair general performance	D
		E

2 (unsatisfactory)	Failure	F
passed	Ungraded test	U/T

## **MGIMO (Moscow State Institute of International Relations) University**

### Academic Notes

1 credit is equal to 42 hours. It compounds academic work, homework and assessment. Bachelor's program workload is equal to 240 ECTS, master's to 120 ECTS.

### Grading System

National Grades	ECTS Grades	Rating Grades %
5 (Excellent / Отлично)	A	90%-100%
4 (Good / Хорошо)	B	82%-89%
	C	75%-81%
3 (Satisfactory / Удовлетворительно)	D	67%-74%
	E	60%-66%
2 (Fail / Неудовлетворительно)	F	0%-59%

### Pass or Fail Tests

Pass / Зачтено	A, B, C, D, E
Fail / Не зачтено	F

Related Link:

[https://mgimo.ru/files2/z03\\_2015/shkala-ocenok.pdf](https://mgimo.ru/files2/z03_2015/shkala-ocenok.pdf)

## **SPAIN**

### **University of Zaragoza**

### Academic Notes

The credit is denominated European credit and is the unit of measurement of the academic credit that represents the amount of work of the student to fulfill the objectives of the program of studies and that is obtained by the overcoming of each one of the subjects that make up the curricula of the various teachings leading to the obtaining of university degrees of an official nature and valid throughout the national territory. One credit is equivalent to ten teaching hours of theoretical, practical education or of their equivalences. The minimum number of hours, per credit will be 25-30 hours.

Obtaining the official degree of Bachelor or Engineer will require the completion of a minimum of 300 credits, except in the case of Bachelor of Medicine or Architect degrees, in which case the exceeding of the minimum of credits provided in the respective guidelines will be required general own.

1 full academic year = 60 credits

1 semester = 30 credits<sup>[SEP]</sup>

1 term/trimester = 20 credits

### Grading System

ECTS Grade	UZ Grade
A+	Matricula de Honor (Distinction)
A	9-10
B	8-8.9
C	7-7.9
D	6-6.9
E	5-5.9
FX	3-4.9
F	0-2.9

No presentado = np. The student did not sit the exam

Fail (from 0 to 4,9) considerable further work is required. The student must resit the exam.

Pass (from 5 to 6,9) satisfactory know ledge of the contents.

Good (from 7 to 8,9) students who demonstrate a thorough knowledge of the course contents.

Excellent (from 9 to 10) outstanding performance.<sup>[SEP]</sup>

Honours (+ 9) exceptional performance.<sup>[SEP]</sup>

Apto (pass) satisfactory performance in extracurricular activities.

Related Link:

<http://www.unizar.es/gerencia/vgacademicos/ciur/faq/creditos.htm?menu=ciur>

## SWITZERLAND

### University of Basel

## Academic Notes

The Credit System of the University of Basel is in line with the European Credit Transfer and Accumulation System which means that 1 ECTS corresponds to 30 hours of work. Work here means presence in class as well as preparation for class, exam etc. ECTS are only credited when the required tasks are successfully fulfilled.

How many ECTS are awarded for each lecture or seminar depends on the task required. Most lectures from the faculty of law and economics are credited with 6 ECTS while in other faculties, 3 or 5 ECTS are more common. Furthermore, there are seminars in which no final exam takes places. The grading of those seminars is therefore pass/fail. The University of Basel's academic year is split into a Spring and an Autumn semester with 14 weeks of lectures respectively. The free time between semesters is often used for writing seminar papers.

During one full-time semester, students should acquire 30 ECTS. As students at the Institute for European Global Studies attend lectures from different faculties, the amount of lectures each students enrolls for, vary.

BA-degree at the University of Basel requires 180ECTS, MA-degree 90-120 ECTS. The MA in European Global Studies requires 120 ECTS. As one full time semester is made up of 30 ECTS, a BA-degree should be acquired within 6 semesters, the MA in European Global Studies within 4 semesters.

## Grading System

6	Excellent
5.5	Very good
5	Good
4.5	Satisfactory
4	Pass
3.5	Fail

Depending on the faculty, grades are given in half grades (0.5) or decimal grades (0.1).

## University of Geneva

### Academic Notes

The UNIGE courses are organized according to the European Credit Transfer System (ECTS).

Basic training consists of two study programs:

- the university bachelor degree equivalent to 180 ECTS credits.
- the master's degree (master) equivalent to 90 or 120 ECTS credits depending on the case.

1 semester = 30 ECTS credits

1 academic year = 60 ECTS credits

1 ECTS credit represents approximately 25-30 academic hours (including studying).

Faculty of Letters: all courses are valued 4 ECTS

### Grading System

	Échelle ECTS	Notation UNIGE
A	Excellent/Excellent	6.00
		5.75
		5.50
		5.25
B	Très bien/Very good	5.00
		4.75
C	Bien/Good	4.50
D	Satisfaisant/Satisfactory	4.25
E	Suffisant/Sufficient	4.00
F	Insuffisant/Unsatisfactory	< 4.00

Related Link:

<https://www.unige.ch/universite/enseignement/>

## THE CZECH REPUBLIC

### Masaryk University

#### Academic Notes

At Masaryk University, the ECTS grading system is used. The number of ECTS credits for each course reflects the total number of hours a student is expected to devote to the course per week (in the form of lectures, homework, reading, essays, consultations, etc.). 1 ECTS equals 25-30 hours. It is the same both for bachelor and master's degree programs.

60 ECTS represents the workload required for one year's full-time study, or 30 ECTS/semester. For international exchange students the requirement is 20 ECTS/semester.

#### Grading System

Grade Designation	Grade	Value (former local scale)
Excellent	A	1
Very Good	B	1,5
Good	C	2
Satisfactory	D	2,5
Sufficient	E	3
Failed	F/X	4

Related Link:

<https://czs.muni.cz/en/student-from-abroad/international-student-guide/grading-system-and-ects>

## University of Economics, Prague

### Academic Notes

Incoming students need to obtain at least 15 ECTS credits in a semester. To pass a course, student has to receive at least 60% of the maximum score, if not defined in a more specific way. 30 ECTS credits per semester (4-6 courses) are considered to be the regular workload for a student.

1 ECTS credit corresponds to 26 hours of workload altogether, including participation in lectures, attendance at seminars/workshops/tutorials, preparation for seminars/workshops/tutorials, preparation of term paper(s), preparation of presentations, preparation for final test.

### Grading System

Grade		Points
1	Excellent	100-90
2	Very good	89-75
3	Good	74-60
4+	Fail with possibility of retake	59-50*)
4	Fail	49 and less

Related Link:

<https://exchange.vse.cz/students/accepted-students/course-registration/#List%20of%20courses>

## THE REPUBLIC OF KOREA

### Hankuk University of Foreign Studies

#### Academic Notes

One credit consists of 16 in-class contact hours (with one contact hour totaling 50 minutes of a regular course or 100 minutes of a lab course) over a period of no less than two weeks. A regular semester (Spring: From March - June, Fall: September - December) lasts 16 weeks.

A student in a single class with 3 HUFs credits will have enrolled in 48 hours of class time. A student enrolled in recommended 12 credits per semester will have enrolled in 192 hours of time spent in class. This does not include any study work spent outside of the lecture/lab period.

18 HUFs credits are the very maximum credit limit for exchange and visiting students to take during one semester. Graduate exchange and visiting students can take a maximum of 12 HUFs credits in graduate-level classes. Due to the nature of adjusting to a new academic environment, exchange and visiting students are usually recommended to take 12 HUFs credits a semester, with a minimum of 9 HUFs credits.

Students solely enrolled in the intensive Korean language program are not required to take regular semester courses, but can take up to a maximum of 9 HUFs credits. The intensive Korean language program does not offer HUFs credits, but rather offers 200 hours of language instruction.

#### Grading System

96-100	A+
91-95	Ao
86-90	B+
81-85	Bo
76-80	C+
71-75	Co
66-70	D+
60-65	Do
0-59	F

## KAIST (Korea Advanced Institute of Science and Technology)

#### Academic Notes

Course units are either credits or AU (Activity Units). Credits are divided into subject credits and research credits. 1 credit is given for a lecture of one hour per week for one semester or the equivalent number of education hours. However, for laboratory practice 1 credit is given for three hours per week for one semester of education or the equivalent number of education hours. 1 credit corresponds to 16 hours.

In principle, seminar credit will be granted 1 credit per semester. Depending on the requirement of each department (major), up to 2 credits may be granted. Each department (major) will determine the assigned number of hours per week for seminars.

AU is the activities for completing physical education and community service not included in graduation credit. 1AU is given for one hour a week for one semester or an activity of the equivalent number of hours.

Semester credit hours for bachelor programs is 12-24 credits, and for master programs 9-12 credits.

#### Grading System

Grade	GPA
A+	4.3
Ao	4
A-	3.7
B+	3.3
Bo	3
B-	2.7
C+	2.3
Co	2
C-	1.7
D+	1.3
Do	1
D-	0.7
F	0

Related Links:

[https://www.kaist.ac.kr/html/en/edu/edu\\_03030401.html](https://www.kaist.ac.kr/html/en/edu/edu_03030401.html)

[https://www.kaist.ac.kr/html/en/edu/edu\\_03030307.html](https://www.kaist.ac.kr/html/en/edu/edu_03030307.html)

## THE UNITED KINGDOM

### Aberystwyth University

Academic Notes

UK Credits are the same at a nominal 10 hours of learning per credit unit across CATS, the Scottish Credit and Qualifications Framework (covering higher and further education, vocational education and school qualifications in Scotland), the Credit and Qualifications Framework for Wales (ditto for Wales) and the Regulated Qualifications Framework (further education and vocational education in England and Northern Ireland and school qualifications in England).

There is an official equivalence with the European Credit Transfer and Accumulation System (ECTS) where two UK credits equals one ECTS credit, based on there being 120 UK credits to an academic year and ECTS credits being defined as 60 in an academic year.

The UK Bachelor's degree is usually studied over a period 3 years in which they will accumulate 360 CATS credits at Levels 1, 2 and 3. Some students in the sciences may study for an additional year, at Level M, in order to obtain an undergraduate Masters degree (e.g. MEng, MPhys, MMath, ..) that consist of a total of 480 CATS credits and are recognised as appropriate research training for these subject areas.

Masters Degrees in the UK are usually 12 months full-time, 2-year part-time or 3-year distance-learning programs. These may be specialist courses leading on from a Bachelor's degree in that subject area; Research Training or Research Preparation Masters that specifically prepare students for PhD; or conversion courses that condense the essential elements of final 2-years of a Bachelor's degree and a Masters dissertation into a 12-month period. All taught Masters programs and consist of 180 CATS Credits.  
180 CATS credits = 90 ECTS credits

### Grading System

Degree Classification	Mark Range	
Percentage of Students Obtaining Class/ Division		
First [1] honours	70% to 100%	18.39%
Upper second [Iii]	60% to 69%	49.49%
Lower second [IIii]	50% to 59%	25.92%
Third [III]	40% to 49%	6.20%

### University of Glasgow

#### Academic Notes

1 Glasgow credit is equivalent to 10 notional learning hours. A 10 credit class is therefore equivalent to 100 notional learning hours. 1 ECTS is deemed equivalent to 2 SCQF (Scottish Credit and Qualifications Framework) credits.

There is not a fixed class time relative to credit value. Notional learning hours include face-

to-face teaching as well as independent study. Generally, classes in the Arts and Social Sciences will involve much less class time (e.g. a 20 credit class may meet once a week for two hours across our 11-week semester). Classes in Life Sciences, Science and Engineering may involve more face-to-face class time due to prolonged lab sessions (e.g. a 20 credit class may meet three times a week for a one-hour lecture, plus a 3-hour lab once a week).

A normal course load is 60 Glasgow credits per semester and 120 across the full academic year. The minimum requirement for awarding an Ordinary degree is for a student to have undertaken 360 credits; and for award of an Honor’s degree, the student must have undertaken 480 credits.

### Grading System

Primary Grade	Gloss	Secondary Band*	Grade Point	Primary Verbal Descriptors for Attainment of Intended Learning Outcomes	Honor’s Class
A	Excellent	A1	22	Exemplary range and depth of attainment of intended learning outcomes, secured by discriminating command of a comprehensive range of relevant materials and analyses, and by deployment of considered judgement relating to key issues, concepts and procedures	First
		A2	21		
		A3	20		
		A4	19		
		A5	18		
B	Very good	B1	17	Conclusive attainment of virtually all intended learning outcomes, clearly grounded on a close familiarity with a wide range of supporting evidence, constructively utilised to reveal appreciable depth of understanding	Upper second
		B2	16		
		B3	15		
C	Good	C1	14	Clear attainment of most of the intended learning outcomes, some more securely grasped than others, resting on a circumscribed range of evidence and displaying a variable depth of understanding	Lower second
		C2	13		
		C3	12		
D	Satisfactory	D1	11	Acceptable attainment of intended learning outcomes, displaying a qualified familiarity with a minimally sufficient range of relevant materials, and a grasp of the analytical issues and concepts which is generally reasonable, albeit insecure	Third
		D2	10		
		D3	9		
E	Weak	E1	8	Attainment deficient in respect of specific intended learning outcomes, with mixed evidence as to the depth of knowledge and weak deployment of arguments or deficient manipulations	Fail
		E2	7		
		E3	6		
F	Poor	F1	5	Attainment of intended learning outcomes appreciably deficient in critical respects, lacking secure basis in relevant factual and analytical dimensions	
		F2	4		
		F3	3		

G	Very poor	G1 G2	2 1	Attainment of intended learning outcomes markedly deficient in respect of nearly all intended learning outcomes, with irrelevant use of materials and incomplete and flawed explanation	
H			0	No convincing evidence of attainment of intended learning outcomes, such treatment of the subject as is in evidence being directionless and fragmentary	
CR	Credit Refused			Failure to comply, in the absence of good cause, with the published requirements of the course or program; and/or a serious breach of regulations	

University of Glasgow work to a 22-point scale and do not use bell curves or comparative marking – each student’s work is judged on its own merit.

## THE UNITED STATES OF AMERICA

### American University

#### Academic Notes

American University uses the Carnegie Classification definition of a credit hour. A credit hour is defined as at least 12.5 hours of direct instruction (in class or remote sites) with at least 25 hours of student work outside of that direct instruction, usually spread over 15 weeks, or the equivalent amount of work over a different amount of time. Most classes are awarded 3 credit hours.

Abroad at AU students are required to take a full load of at least 12 credits. Students typically take between 12-15 credit hours which generally equates to 4-5 classes. Students are allowed to take as many as 17 credits.

#### Grading System

Grade	Grade Points
A (Excellent)	4
A-	3.67
B+	3.33
B (Good)	3
B-	2.67
C+	2.33
C (Satisfactory)	2
C-	1.67
D (Poor)	1

F (Academic Fail)*	0
FX (Administrative Fail in Course for Grade)**	0

## Michigan State University

### Academic Notes

The University offers instruction throughout the year during the fall semester, spring semester and summer sessions.

Credits Effective Fall 1992 courses at Michigan State University are offered on a semester basis. One credit is equivalent to one instructor-student contact hour per week per semester plus two hours of study per contact hour; OR two hours of laboratory contact hours per week per semester, plus one additional hour spent in report writing and study; or other combinations of contact and study hours which constitute an equivalent of these experiences.

### Grading System

The minimum cumulative grade-point average required for graduation is a 2.0 for undergraduate students and 3.0 for graduate students.

The Numerical System: 4.0, 3.5, 3.0, 2.5, 2.0, 1.5, 1.0, 0.0 – Credit is awarded for the following minimum levels – 1.0 for undergraduate students and 2.0 for graduate students. However, all grades are counted in the calculation of the grade-point average.

The Credit-No Credit System: CR-CREDIT – Credit was granted and represents a level of performance equivalent to or above the grade-point average required for graduation.

NC-NO CREDIT – No credit was granted and represents a level of performance below the grade-point average required for graduation.

The Pass-No Grade System: P-PASS – Credit was granted and the student achieved a level of performance judged to be satisfactory by the instructor.

N-NO GRADE – No credit was granted and the student did not achieve a level of performance judged satisfactory by the instructor.

Note: ADA University refers to numerical system while transferring the courses.

### Related Links:

<https://reg.msu.edu/academicprograms/Print.aspx?Section=521>

<https://reg.msu.edu/read/pdf/Transcriptkey.pdf>

<https://ombud.msu.edu/full-faq/grad-requirements-faq.html>

## University of Central Florida

### Academic Notes

University of Florida uses US credit system. 1 credit hour corresponds to 15 hours. Class time of one credit hour is 1 hour 15 minutes per week.

Semester credit hours for bachelor and master's degree programs is as follows:

BA/BS = 12 credit hours (120 credit hours to graduate), Graduate = 9 credit hours (total credit hours in graduate programs vary, public administration program is 42 and nonprofit program is 36 credit hours).

### Grading System

93-100	A	4.0
90-92	A-	3.75
87-89	B+	3.25
83-86	B	3.0
80-82	B-	2.75
77-79	C+	2.25
73-76	C	2.0
70-72	C-	1.75
67-69	D+	1.25
63-66	D	1.0
60-62	D-	0.75
0-59	F	0.00

## TURKEY

### Abdullah Gul University

#### Academic Notes

The Credit System of Abdullah Gul University is in line with the European Credit Transfer and Accumulation System (ECTS). A recommended Course Load per Semester is 30 ECTS.

#### Grading System:

Grade	Points	Symbols	Meaning
A	4	W	Withdrawn

A-	3.67	I	Incomplete
B+	3.33	T	Transferred
B+	3	S	Sufficient
B-	2.67	U	Insufficient
C+	2.33	P	Progressing
C+	2	EX	Exempted
C-	1.67	NI	External
D+	1.33	RM	Scientific Preparation Course
D	1	Q	Qualifying
F	0	GPA	Grade Point Average
NA (not attended)	0	CGPA	Cumulative Grade Point Average

## Beykent University

### Academic Notes

ECTS Credit Allocation based on student workload is used in all educational programs at Beykent University.

One academic year has two semesters as fall semester and spring semester. Each semester consists of 14 weeks of education (enrollment and exam weeks are excluded). 30 ECTS credits are allocated to each semester.

For all programs, the student workload is accepted as 25 hours per 1 ECTS Credit.

ECTS Credit Allocation based on the student workload is provided in the syllabus of each course.

120 ECTS Credits are allocated to Short Cycle (Associate's Degree) programs

240 ECTS Credits are allocated to First Cycle (Bachelor's Degree) programs

90 ECTS Credits are allocated to Second Cycle (Master's Degree) programs without thesis

120 ECTS Credits are allocated to Second Cycle (Master's Degree) programs with thesis

180 ECTS Credits are allocated to Third Cycle (Master's Degree) programs

240 ECTS Credits are allocated to Third Cycle (Doctorate's Degree) programs after the first cycle

### Grading System

Percentage	Letter Grade	Grade Point
90-100	AA	4.00
85-89	BA	3.50
80-84	BB	3.00
75-79	CB	2.50

70-74	CC	2.00
60-69	DC	1.50
50-59	DD	1.00
40-49	FD	0.50
00-39	FF	0
00	DZ	0

Related Link:

<https://www.beykent.edu.tr/Content/files/20180403132847520.pdf>

## Istanbul Gelisim University

### Academic Notes

Courses taken at Istanbul Gelisim University have both local and ECTS credits. ECTS credits are calculated based on the course hours, midterm exams, final exams, projects and other assignments, laboratory work, seminars, and other learning components that make up the student workload.

At Istanbul Gelisim University, one academic year consists of two periods. It is based on the workload corresponding to 30 ECTS per semester, including a total of 60 ECTS credits in an academic year (1530 hours of student workload). 1 ECTS credits corresponds to 25.5 workload.

Total ECTS credits determined based on the targeted workload for students to gain proficiency in learning at Istanbul Gelisim University are as follows;

- Associate Degree Programmes-120 ECTS
- Undergraduate Programs-240 ECTS
- Masters Programs without Thesis-90 ECTS
- Masters Programs with Thesis-120 ECTS

### Grading System

ECTS Grades	Istanbul Gelisim University	
A	AA	90-100
B	BA	85-89
C	BB	75-84
D	CB	65-74
E	CC	60-64
FX	DD - DC	45-59
F	FD - FF	00-44

Related Link:

<https://gbs.gelisim.edu.tr/en/faculties-2-2>

## **İstanbul Şehir University**

### Academic Notes

İstanbul Şehir University uses European Credit Transfer and Accumulation System (ECTS). The teaching period for Fall and Spring Semester is around 14 weeks. 1 Credit is around 27 hours of work. Workload of Bachelor Programs is 240 ECTS. Typical workload of Master Programs is 120 ECTS, but for some programs requirement is 128 ECTS.

### Grading System

Final Grade	Co-efficient	Description
A+	4.10	Extraordinary
A	4.00	Excellent
A-	3.70	Very good
B+	3.30	Good-very good
B	3.00	Good
B-	2.70	Good-average
C+	2.30	Above average
C	2.00	Average
C-	1.70	Below average
D+	1.30	Poor
D	1.00	Very poor
D-	0.50	Failing
F	0.00	Unsatisfactory
IA	0.00	Unsatisfactory

## **Kadir Has University**

### Academic Notes

All academic programs at Kadir Has University have been designed to meet the requirements of the Bologna process, Europe-wide accreditation system and European Higher Education Qualifications Frameworks. Kadir Has University has adopted the European Credit Transfer and Accumulation System (ECTS) as its credit system.

Undergraduate programs have a regular semester credit load of 30 ECTS credits. Minimum credit load is 18 ECTS credits (22 ECTS credits for the Faculty of Law) and the maximum credit load is 42 ECTS.

Master programs vary from 90 to 120 ECTS (three to four semesters) with both thesis and non-thesis options. Graduate students must complete at least 30 ECTS credits within an academic semester (16 weeks including exam periods).

### Grading System

Grade		Point
AA	Superior	4.00
BA	Excellent	3.50
BB	Good	3.00
CB	Average	2.50
CC	Average	2.00
DC	Probation	1.50
DD	Probation	1.50
FF/K	Fail	0
E	Incomplete	0
VF	Non-attendance	0

### Related Links:

[http://international.khas.edu.tr/source/International%20Student%20welcome%20guide%202015%20FINAL1%20\(3\).compressed.pdf](http://international.khas.edu.tr/source/International%20Student%20welcome%20guide%202015%20FINAL1%20(3).compressed.pdf)

[http://140.119.9.53/oicweb/schoolfile/1411982279014\\_KHAS%20FACTSHEET%202014-2015.pdf](http://140.119.9.53/oicweb/schoolfile/1411982279014_KHAS%20FACTSHEET%202014-2015.pdf)

## Koç University

### Academic Notes

#### Course Load, ECTS (European Credit Transfer System) & KU credits

Course load indicates how many credits you take per semester. KU students usually take five courses per semester (for an average of 15 KU credits which is equal to 30 ECTS). 3 credit hours correspond to three hours of lecture time in a given week. Class time of one credit hour is 0,3 hours of lecture time in a week.

Although there is no requirement for exchange students, at least three courses are recommended. It is up to home institution to approve the course load.

On average bachelor programs' semester credits hours are 15 KU credits. However, this varies among programs. For more detailed information about bachelors programs, please visit the "major programs" section at <https://vpaa.ku.edu.tr/mj-dm-minor-track>. The minimum for Master's programs are 21 credits throughout the length of the program. However, some programs may require more credit hours.

### Grading System

A+	4.3	Superior+	98-100
A	4	Superior	90-100
A-	3.7	Superior-	87-89
B+	3.3	Above average+	83-86
B	3	Above average	80-82
B-	2.7	Above average-	77-79
C+	2.3	Average+	73-76
C	2	Average	70-72
C-	1.7	Average-	67-69
D+	1.3	Deficient+	64-66
D	1	Deficient	60-63
F	0	Failing	00-59

### Related Links:

<https://oip.ku.edu.tr/?q=course-terminology>

<https://oip.ku.edu.tr/?q=grading-system>

## Middle East Technical University

### Academic Notes

The credit value of a course consists of all of its weekly theoretical course hours plus half the weekly hours of laboratory, workshop, studio, practicum and other similar work related to that course. For example, course credit (2-2)3 refers to "(theoretical course hour-laboratory hour) course credit". Course with (3-0)3 credit includes 3 hours of theoretical course, 0 (zero) hours of laboratory, and 3 course credits.

In calculation of course credit with (1-4)3;

- theoretical hour is taken as it is = > 1
- half of the laboratory hour is taken = > 2
- course credit = > 1+2 is found 3

The minimum total ECTS credits required to graduate from associate degree, undergraduate and graduate programs are as follows:

Associate degree programs (Industrial Electronic Program) 120 ECTS;

Undergraduate programs 240 ECTS;

International Joint Degree programs;

Global and International Affair and Business Administration 120 ECTS;

English Language Teaching 180 ECTS;

#### Grading System

Letter Grade	Coefficient	Score intervals
AA	4,00	90-100
BA	3,50	85-89
BB	3,00	80-84
CB	2,50	75-79
CC	2,00	70-74
DC	1,50	65-69
DD	1,00	60-64
FD	0,50	50-59
FF	0,00	0-49
NA	0,00	*

Related Link:

<http://oidb.metu.edu.tr/en/course-credit-system-0>