

TRANSCRIPT OF RECORDS

ACADEMIC YEAR: 20 \_\_\_/20 \_\_\_

NAME OF SENDING INSTITUTION: _____ Faculty/ Department _____ Address: _____ Tel.: _____ Fax: _____ E-mail: _____ ECTS departmental coordinator: _____ Tel.: _____ Fax: _____ E-mail: _____					
NAME OF STUDENT: _____ First Name: _____ Date and place of birth: _____ Sex: M/F _____ Matriculation date: _____ Matriculation number: _____ E-mail: _____ Address: _____ _____					
NAME OF RECEIVING INSTITUTION: _____ Faculty/ Department _____ Address: _____ Tel.: _____ Fax: _____ E-mail: _____ ECTS departmental coordinator: _____ Tel.: _____ Fax: _____ E-mail: _____					
№/Code Course Unit	Title of the course unit	Amount of credit unit/ academic hours	Russian grade	ECTS credits	ECTS grades
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
	Total:	_____		Total:	_____
	to be continued on a separate sheet				

Note: In the Russian Federation the study workload is measured in academic hours (AH), where 1 AH = 45 minutes. Also measured in "credit unit" (CU). 1 CU = 36 academic hours or 27 astronomical hours. 1 CU = 1 ECTS credit.

Date:

ISS RANEPА Director

Stamp of institution

S.E. Zuev

Description of the institutional grading system:

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 The RANEPА uses the traditional assessment system of the Russian Federation: “отлично”, “хорошо”, “удовлетворительно”, “неудовлетворительно”, and such an assessment as “зачтено” - “незачтено”. Branches and faculties of the RANEPА have the opportunity to use other scales, including points and cumulative assessment, however, the diploma marks the assessment in the traditional system. The minimum grades, which allow students to be accepted for the next course, are “удовлетворительно” and “зачтено”. Students who do not have academic debts and fully complete the curriculum are admitted to state final certification.....  
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The grade Distribution table:

Russian grade	ECTS Grade	% students normally achieving the grade <sup>1</sup>	Definition
Отлично «5»	A	10	Excellent – outstanding performance with only minor errors
	B	25	Very good – above the average standard but with some errors
Хорошо «4»	C	30	Good – generally sound work with a number of notable errors
	D	25	Satisfactory – fair but with significant shortcomings
Удовлетворительно «3»	E	10	Sufficient – performance meets the minimum criteria
Неудовлетворительно «2»	FX	0,15	Fail – some more work required before the credit can be awarded
	F	-	Fail – considerable further work is required
Зачтено	(P)		Passed - evaluated pass
Не зачтено	F		Fail

CU / ECTS credits:

1 full academic year = 60 credits

1 semester = 30 credits

1 term/trimester = 20 credits

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