**ECTS – European Credit Transfer System**

**Transcript of Records  
(Zaświadczenie o dotychczasowych wynikach uzyskanych w toku studiów)**

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| Name of Student / Nazwisko:  First name / Imię:  Receiving Institution / Uczelnia przyjmująca:  Major field of study / Kierunek:  Current year/semester (bieżący rok i semester): | **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_** |
| Home Institution:  Faculty/Department:  ECTS Departmental Coordinator:  E-mail: | **UNIWERSYTET GDAŃSKI** (UNIVERSITY OF GDAŃSK)  Faculty of Law and Administration,  dr Tomasz Widłak  tomasz.widlak@prawo.ug.edu.pl |

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| *Title of the course unit / Nazwa przedmiotu* | *Duration of course unit/ długość trwania S-semestr, Y - rok* | *Local Grade / ocena w skali UG z egzaminu* | *ECTS credits/ liczba pkt. ECTS* |
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**YEAR OF GRADUATION (rok ukończenia studiów zgodnie z programem):** \_\_\_\_\_\_\_\_\_\_

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| Date / Data: | ECTS Coordinator’s Signature / Podpis Koordynatora: | Stamp / Pieczęć: |

**Description of the institutional grading system:**

The Faculty of Law and Administration, University of Gdansk, uses 2- 5 grading system which is easily transferable to the ECTS one. **Grade A is equivalent of local grade 5; B=4,5; C=4; D=3,5; E=3; F=2**. Each student must complete credit grades for the course which include class tutorials, while the final grade is the result of the exam (or exam combined with other assignments – for details please refer to Syllabus). The grades in this transcript are the final results of the courses in question (“FX/A,B,C,D or E” demonstrates that the exam was failed and then repeated with the corresponding result). In order to obtain grade E and therefore be awarded credits, student has to demonstrate at least 51% of the knowledge/skills expected by the teacher at the end of the course. Grade A usually corresponds to a result of above 90%.

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