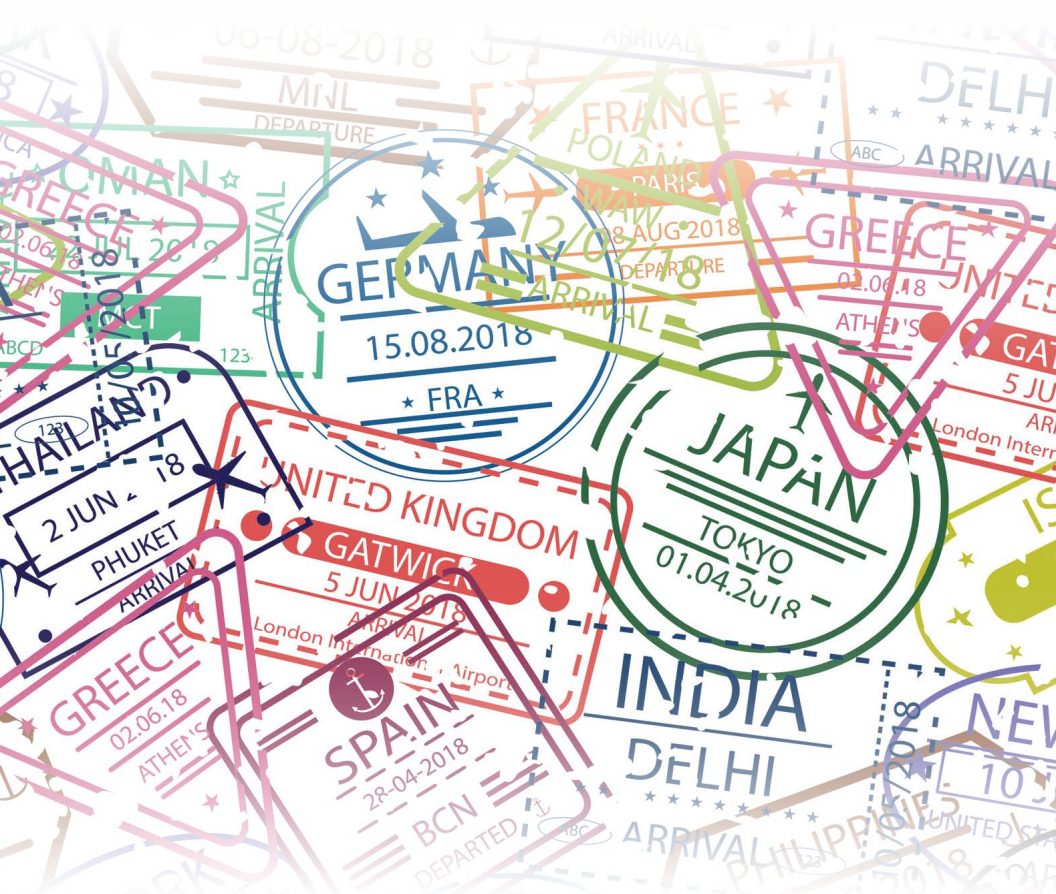


Taking out the guesswork:

A GUIDE TO INTERNATIONAL ACADEMIC RECORDS



A joint initiative

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Released 2019.

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Preface

We are proud and excited to present this first joint initiative between NAGAP and IERF. This e-publication is the first resource of its kind in international enrollment management; not only does it provide a survey of the different types of international academic records that exist, but it also tackles such challenges as provisional certificates and digital records. With a rich array of over 75 sample documents, this scope and level of detail are not found at beginners' workshops in credentials evaluation! It is our hope that this publication will help users navigate the work of international admissions and guide them, not only against admitting unqualified students, but fraud as well.

We are grateful to Raymond Lutzky, NAGAP Publications Chair, for his support and encouragement of this project and to all those who made this project possible. Particular thanks go to the author, Emily Tse at IERF, for her tireless energy, enthusiasm, hard work and dedication, as well as to Alice Tang for her editing expertise. This e-publication was born out of a presentation that Emily first gave at the 2018 NAGAP Annual Conference with Shelby Cearley of Texas Tech University. It is also fitting that we acknowledge and express our appreciation for the helpful feedback given by Todd Colvard of the Foreign Credentialing Commission on Physical Therapy (FCCPT), Laurie Cook of the University of Denver, and Wendy Loat of International Credentials Assessment Service, Canada (ICAS). We are also thankful to Barbara Glave of Credential Consultants, Inc. for sharing a sample record and its English translation. Finally, we wish to acknowledge the foreign language expertise provided at IERF by An An, I-Hsing Lin, Christin Neary, Maryam Rawson, Irene Romo, and Alvin Yin.

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Contents

I.	Basic Features of Official Records	1
II.	Transmission and Delivery	10
III.	Certified Copies vs. Notarized Copies	12
IV.	Apostilles	18
V.	Structure and Types of Academic Records	23
VI.	Diploma Supplements	28
VII.	Issuing and Validating Body	45
VIII.	Official Language of Issue and Translations	52
IX.	Provisional Certificates and Attestations	60
X.	Digital Records and Online Verification	74
XI.	Country Samples:	87
	China	88
	India	102
	Iran	112
	Mexico	137
XII.	Pesky Situations	154
XIII.	Glossary	162
XIV.	Bibliography	171

I. Basic Features of Official Records

The benefits of a diverse campus, enhanced by international students, are undeniable. However, one of the toughest aspects of determining eligibility for admission is identifying whether the appropriate documents have even been submitted. Can one take attestations, provisional certificates or apostilles? What is the difference between a graduation certificate and degree certificate? With such uncertainties, determining which are the appropriate documents becomes half the battle of a review. Misunderstandings can also make one vulnerable, not only to admitting unqualified students, but to fraud as well. This e-publication will help demystify these areas and clarify the different types of academic records that exist around the world.

When it comes to reviewing school records, one of the first determinations one has to make is whether or not they are official. With this in mind, it is helpful to start out by exploring the basic features and their differences from unofficial records. **Official academic records** are typically issued on school paper or stationery, bearing the seal of the institution and/or the signature of its designated representative, to be used for external purposes. Depending on the country and institution, however, the original signature may be signed by hand or it may come in the form of an ink stamp. Official academic records are issued by the appropriate authority and contain the student's final results that cannot be changed. Commonly found in the form of a transcript and diploma, they also serve as the **primary source records** of one's study and any qualifications that might have been earned. In contrast, a letter from a teacher or school may serve as supplementary documentation but does not bear the authoritative weight a transcript or diploma would as evidence of completion of study.¹

Unofficial records of study, in contrast, are often issued without signatures and seals. Unlike official academic records, they are used primarily as internal documents by the student or school. For example, they might serve as a tool for student advising, to help determine a student's academic standing, etc. The following examples will help illustrate these differences.

1 See also Section II: Transmission and Delivery for additional characteristics of an official record of study.

Example 1: UNOFFICIAL Record of Study (United Kingdom) – 1 page

In the British system of education, completion of secondary studies is validated by final examinations leading to the General Certificate of Secondary Education (GCSE) or International General Certificate of Secondary Education (IGCSE), which are administered and issued by external bodies, such as Pearson.² This school-issued record, referencing the examination results, is regarded as unofficial as the school is not the awarding body.

CAREERS DEPARTMENT
Mrs F.K. Bateman, BSc, PGCE
Deputy Head of Sixth Form & Head
of International University
Applications



BROMSGROVE SCHOOL
Worcester Road
Bromsgrove
Worcestershire B61 7DU
Tel: 01527 579679
Fax: 01527 576177
fbateman@bromsgrove-school.co.uk

Bromsgrove School Nov 2015 Official Transcript

Name of pupil Thomas Tyler Smith Year **2014-2015**
Date of birth 18 April 2000 Year Group **11**
House **School** House Parent **Mrs J Holden**
Dates of attendance **Sept 2014** to **June 2015**

BROMSGROVE SCHOOL
GCSE & IGCSE QUALIFICATIONS YEAR 11 (US YEAR 10)
(2 YEAR EXAMINATION COURSES SAT IN 1 YEAR)

JUNE 2015

Subject	Exam Board	Examination	Achieved Grade
BUSINESS STUDIES	AQA	GCSE	A
ENGLISH LANGUAGE	CIE	IGCSE	A*
HISTORY	AQA	IGCSE	B
MATHEMATICS	EDEXCEL	IGCSE	A
SCIENCE (DOUBLE)	EDEXCEL	IGCSE	AB

HIGHEST POSSIBLE GRADE A*



Mrs F.K. Bateman
Deputy Head of Sixth Form and Head of International Applications
Bromsgrove School November 2015

BROMSGROVE SCHOOL
WORCESTER ROAD,
BROMSGROVE,
WORCESTERSHIRE, B61 7DU

2 Note, however, that in the United Kingdom, the General Certificate of Education Advanced Levels (A Levels), which presents an additional 2 years of pre-university study, are usually required for university entry.

Example 2: OFFICIAL Record (United Kingdom) – 1 page

This record for the General Certificate of Secondary Education (GCSE) is regarded as official, as it is issued by Pearson, one of the 5 awarding bodies in the UK. This document shows the final results achieved by the student. In contrast, a record of the exam results issued by the school would not be regarded as official, as shown in the previous example.³

edexcel

Pearson

Edexcel GCSE

JUNE 2015

This is to certify that

achieved the following results in

TWO SUBJECTS

PHYSICAL EDUCATION

RELIGIOUS STUDIES

GRADE A (a)

GRADE B (b)

500/4676/7

500/4488/6

QN

441675117.L0H488217:241198:ISSUED 28-SEP-2015



Lesley Davies OBE
Responsible Officer
Pearson Education Ltd.



Ofqual



Llywodraeth Cymru
Welsh Government



CEA
Rewarding Learning



PQ315 0784464 710

ALWAYS LEARNING

PEARSON

³ Note the Ofqual logo at the bottom. The Office of Qualifications and Examinations Regulation (Ofqual) regulates non-university qualifications in England. The logos for *Llywodraeth Cymru* and CEA (The Council for Curriculum, Examinations and Assessment) represent their respective counterparts in Wales and Northern Ireland.

Example 3: UNOFFICIAL Record of Study (Kenya) – 1 page

The Kenya Certificate of Secondary Education (KCSE) marks the end of secondary education in Kenya. The image below shows a result slip issued to students that is intended as an internal document. Take notice of the note on the left, which indicates that it is a preliminary record and not a permanent one, as the results are subject to change.

THE KENYA NATIONAL EXAMINATIONS COUNCIL
EXAMINATION FOR THE KENYA CERTIFICATE OF SECONDARY
EDUCATION RESULT SLIP

MOI HIGH SCHOOL KARAKAK

MM1* 2016

SUBJECTS	GRADES
101 ENGLISH	C+ (PLUS)
102 KISWAHILI	C+ (PLUS)
121 MATHEMATICS	C+ (PLUS)
231 BIOLOGY	C (PLAIN)
242 PHYSICS	A- (MINUS)
213 CHEMISTRY	C (PLAIN)
312 GEOGRAPHY	A
451 COMPUTER STUDIES	A

SUBJECTS RECORDED	WEIGHTM	SUBJECTS DONE	WEIGHTM
MM MEAN GRADE B (PLAIN)	MM AGP= 62	DATE PRINTED	170210

K.C.S.E

THIS RESULT SLIP IS NOT A CERTIFICATE. THE KENYA NATIONAL EXAMINATIONS COUNCIL RESERVES THE RIGHT TO CORRECT THE INFORMATION GIVEN ON RESULT SLIPS WHICH WILL BE CONFIRMED BY ISSUE OF CERTIFICATES (SEE OVERLEAF)

The following is the official Kenya Certificate of Secondary Education (KCSE), showing the final results. Unlike the result slip, previously shown, this document bears the signatures of the designated representatives of the Kenya National Examinations Council and is printed on security paper with micro-printing, watermarks and a hologram. Additionally, there is no cautionary language regarding the results as being subject to change, as found in the prior example.



Example 5: UNOFFICIAL Record of Study (China) – 1 page

The certification below is a statement of the award of a bachelor's degree to a particular student. However, it is not the final degree certificate which is the primary source record of the degree.



遼寧師範大學

LIAONING NORMAL UNIVERSITY

学位证明

于二〇〇五年九月至二〇〇九年六月在辽宁师范大学法学专业完成了四年制本科学习计划，成绩合格，业已毕业。经审核符合《中华人民共和国学位条例》的规定，授予法学学士学位。证书编号为

辽宁师范大学学位评定委员会主席 曲晨彪

特此证明。



地址：中国·大连市黄河路850号 (Add:850 Huanghe Road Dalian China)

电话：0411-82158209 (Tel:86-411-8215-8209)

邮编：116029 (P.C.:116029)

传真：0411-84214450 (Fax:86-411-8421-4450)

网址：www.lnnu.edu.cn(<http://www.lnnu.edu.cn>)



遼寧師範大學

LIAONING NORMAL UNIVERSITY

CERTIFICATE OF BACHELOR'S DEGREE

(For undergraduates of general education)

This is to certify that student **Wang Xu**, born in **September 1985**, studied in Liaoning Normal University from **September 2005 to June 2009**, majoring in **Law**. Having completed the **four-year** undergraduate courses and duly graduated. In accordance with the "Provisions of the Regulations of Academic Degrees of the People's Republic of China", she is awarded the **Bachelor's Degree of Law**.

Liaoning Normal University

Chairman of Degree Assessment Committee: **QU Qingbiao**

23 June 2009

Certificate No. **116029**



地址：中国·大连市黄河路850号 (Add: 850 Huanghe Road Dalian China)

电话：0411-82158209 (Tel: 86-411-8215-8209)

邮编：116029 (P.C.: 116029)

传真：0411-84214450 (Fax: 86-411-8421-4450)

网址：www.lnnu.edu.cn (http://www.lnnu.edu.cn)

Example 6: OFFICIAL Record of Study (China) – 1 page

This corresponding degree certificate⁴ serves as the primary source record and official evidence of the award of a degree. Unlike the previous example, which is printed on university letterhead, this document is printed on diploma paper, bearing a photo of the student and the signature of the Chairman.



English Translation:

Bachelor's Degree Certificate

(Name), (gender), was born on (date). S/he completed an undergraduate program in Law at Liaoning Normal University and has satisfied the requirements prescribed for graduation. Found to have fulfilled the requirements of the <<Regulation of the People's Republic of China Regarding Academic Degrees>>, s/he has been awarded the degree of Bachelor of Law.

*Liaoning University
Diploma Number*

*(Signature) Chairman of Degree Assessment Committee
2009 June 23*

(Graduate of Regular Higher Education Undergraduate Studies)

⁴ See Section XI: Country Samples – China to find out more about graduation and degree certificates and their differences.

II. Transmission and Delivery

In the United States, an official record of study also refers to one that is issued sealed in an institutional envelope. The expectation is that the envelope has the school's address pre-printed on it. The flap is sealed, frequently with the representative's signature and/or institutional seal on it. Additionally, in the US, transcripts are usually only regarded as official when they are sent directly from the institution of study. However, it is important to note that such practices are not standard overseas, outside of the US and Canada. So, while it is possible for sealed records to be sent directly from some countries, it can be onerous to arrange and coordinate from others (Trayte Freeman, 2010).

Nevertheless, with the passage of time, obtaining official records internationally has become easier, particularly with the aid of technology.⁵ It is also important to consider the necessary requirements for the transmission and delivery of academic records for applicants who studied overseas. For example, if official academic records are required, does one require that they come:

- Sealed?
- Sealed, but they may be submitted by the applicant?
- Sealed, but they must be sent directly from the institution of study?

At the admissions stage, some institutions do not require official academic records; however, they may require them at the time of enrollment.

5 For a further discussion on digital records, please see Section X – Digital Records and Online Verification.

III. Certified Copies vs. Notarized Copies

There are also countries that may only ever issue one original, official set of academic records. Reissued transcripts may be possible, but costly. For this reason, it is not uncommon for schools to issue **certified copies**, also frequently referred to as **certified true copies** and **attested copies**. These are acceptable as official academic records, provided they are certified by the appropriate official at the school, examining board, or Ministry of Education (Kacenga, 2016), as these representatives are in the position to make copies from the original record on file and can authenticate the contents. The practice of issuing certified copies often occurs in such countries as India, the Philippines, and Vietnam.⁶ However, copies certified by a notary, a translator, an embassy, post office, police, Ministry of Justice, or Ministry of Foreign Affairs⁷ would not be regarded as official records for our purposes, as they are not authenticating the contents of the documents. The **notary public** in the US, for example, simply verifies the identity of the individual in question and witnesses his/her signature, if needed. However, he/she does not, at any stage, check the contents of the document involved.

6 Note, however, that these 3 countries have a mixed practice, so original academic records as well as certified true copies can be found in any of these regions.

7 For a fuller discussion, please see Section IV: Apostilles.

Example 7: Image of an Original Transcript (Nigeria) – 1 page

This image is of a first-generation document, printed directly on university paper or stationery, bearing an original signature from the university's representative.



UNIVERSITY OF BENIN
BENIN CITY, NIGERIA
P.M.B. 1154, BENIN CITY
OFFICE OF THE REGISTRAR

CONFIDENTIAL: TRANSCRIPT OF ACADEMIC RECORDS

Name of Student: OSORUN, Femi Oluwalanle
Date of Birth: 17 April, 1973
Course of Study: LAW
Date of Entry: 1993/94 Session Mat. No: LA0000000000
Mode of Entry: UME
Date of Leaving: 1998/99 Academic Session
Proposed Course(s):
AT:

SESSION	COURSE	SUBJECTS/COURSE (TITLE)	GRADE	CREDITS	REMARKS
1993/94	100 LEVEL DEGREE COURSES				
	POL111	Introduction to Politics	C	3	
	PHL110	Introduction to Logic	D	3	
	ENL112	Introduction to Prose Writing	E	3	
	ENL113	Introduction to Poetry	B	3	
	ECO111	Principles of Economics	C	3	
	PUL101	Legal Methods I	E	3	
	GS.001	Use of English	PASS	0	
	GS.002	Everyday Technology	PASS	0	
	SECOND SEMESTER COURSES				
	PUL121	Basic Forms and Organization of Government	D	3	
	PHL120	Introduction to Logic II	E	3	
	ENL122	Introduction to Drama	D	3	
	ENL123	Introduction to African Oral Literature	C	3	
	ECO121	Principles of Economics	E	3	
	PUL102	Legal Methods	C	3	
	GS.003	Nigerian History and Culture	PASS	0	
	GS.005	Science and Mathematics	PASS	0	
1995/96	200 LEVEL DEGREE COURSES				
	PUL101	Legal Methods I	E	3	
	ECO111	Principles of Economics	E	3	
	PUL211	Nigerian Legal System I	F	4	
	PUL212	Nigerian Constitutional Law I	C	4	
	PPL211	Law of Contract I	E	4	
	PUL511	Administrative Law I	E	4	
	BUL211	Introduction to Computer	D	3	
	SECOND SEMESTER COURSES				
	ECO121	Principles of Economics	E	3	
	PUL221	Nigerian Legal System II	C	4	
	PUL222	Nigerian Constitutional Law II	D	4	
	PPL221	Law of Contract II	C	4	
	PUL521	Administrative Law II	D	4	
	POL122	Introduction to Nigerian Govt. and Politics	C	3	

EXAMS & RECORDS
UNIVERSITY OF BENIN
BENIN CITY, NIGERIA.

Example 8: Image of a Certified True Copy of a Transcript (Nigeria) – 1 page

This image is from a photocopy of an original transcript. However, it is certified by the Exams & Records Office of the university. The university representative made the copy from the original on file. As such, this certified true copy may be regarded as an official record of study.



UNIVERSITY OF BENIN
BENIN CITY, NIGERIA
P.M.B. 1154, BENIN CITY
OFFICE OF THE REGISTRAR

CONFIDENTIAL

Name of Student: _____

Date of Birth: _____

Course of Study: **LAW**

Date of Entry: **1993/94 Session** Mat. No: _____

Mode of Entry: **UME**

Date of Leaving: **1998/99 Academic Session**

Proposed Course(s): _____

AT: _____

SESSION	COURSE	SUBJECTS/COURSE (TITLE)	GRADE	CREDITS	REMARKS
1993/94	100 LEVEL DEGREE COURSES				
	POL111	Introduction to Politics	C	3	
	PHL110	Introduction to Logic	D	3	
	ENL112	Introduction to Prose Writing	E	3	
	ENL113	Introduction to Poetry	B	3	
	ECO111	Principles of Economics	C	3	
	PUL101	Legal Methods I	E	3	
	GS.001	Use of English	PASS	0	
	GS.002	Everyday Technology	PASS	0	
	SECOND SEMESTER COURSES				
	PUL121	Basic Forms and Organization of Government	D	3	
	PHL120	Introduction to Logic II	E	3	
	ENL122	Introduction to Drama	D	3	
	ENL123	Introduction to African Oral Literature	C	3	
	ECO121	Principles of Economics	E	3	
	PUL102	Legal Methods	C	3	
	GS.003	Nigerian History and Culture	PASS	0	
	GS.005	Science and Mathematics	PASS	0	
1995/96	200 LEVEL DEGREE COURSES				
	PUL101	Legal Methods I	E	3	
	ECO111	Principles of Economics	E	3	
	PUL211	Nigerian Legal System I	F	4	
	PUL212	Nigerian Constitutional Law I	C	4	
	PHL211	Law of Contract I	E	4	
	PUL511	Administrative Law I	E	4	
	BUL211	Introduction to Computer	D	3	
	SECOND SEMESTER COURSES				
	ECO121	Principles of Economics	E	3	
	PUL221	Nigerian Legal System II	C	4	
	PUL222	Nigerian Constitutional Law II	D	4	
	PPL221	Law of Contract II	C	4	
	PUL521	Administrative Law II	D	4	
	POL122	Introduction to Nigerian Govt. and Politics	C	3	

CERTIFIED TRUE COPY

EXAMS & RECORDS OFFICE

UNIVERSITY OF BENIN

BENIN CITY, NIGERIA

DATE: 4/5/07



Example 9: Cover of a Notarial Booklet (China) – 1 page

Notarial booklets from China are common. They typically include copies of the academic records, along with English translations and a certification from the notary that they are true copies of the original. Such documents, for our purposes, would be regarded as photocopies rather than official records, as notaries cannot authenticate the actual contents. The notarial seal is very similar in look to the university seal but should not be confused as the latter. The red circular seal with Chinese characters inside is a common format in China.

公 证 书



Copy of a notary's seal. In this example, it is placed over the date of issue. Inside the seal, it identifies the city and the notary office.

中华人民共和国北京市公证处

English Translation:

Notarial Certificate

Beijing Municipal Notary Office of the People's Republic of China

Example 10: Certification from a Notary (USA) – 1 page

This document accompanied a copy of an individual’s academic records and the corresponding English translations. The certification at the top is by the translator and the certification at the bottom is from the notary. Note the statement below, which is commonly found in notarial certifications regarding the documents they are attached to.

AFFIDAVIT OF TRANSLATION OF FOREIGN DOCUMENT

State of California)
County of Los Angeles) SS.

The undersigned being duly sworn, depose and say:
I am familiar and competent with both the Chinese language and the English language; that I have read and translated the attached document in Chinese, and certify that the translation of said document into English is a complete and accurate translation to the best of my knowledge.
Description of documents:
High School Diploma_

Translator: Yan Hu
Date: 1/10/2018

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California
County of Los Angeles

Subscribed and sworn to (or affirmed) before me on this 10th day of January, 2018,
by _____
proved to me on the basis of satisfactory evidence to be the person(s) who appeared before me.

Yan Hu
Notary Public Signature (Notary Seal)



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

IV. Apostilles

Apostilles serve as international notarizations. They are legalization certificates created to accompany public documents, such as birth and marriage certificates, deeds, and wills for use abroad, facilitating their recognition overseas. Previously, the “legalization” process was time-consuming, complicated and expensive, requiring a chain of authentications. However, in 1961, a simpler method was created through the **Hague Convention Abolishing the Requirement of Legalization of Foreign Public Documents**, also referred to as the **Apostille Convention** or **Apostille Treaty** for short. This means that the apostille and the document it is certifying would be sufficient for recognition by the participating countries. At present, there are 116 member countries, including the US who joined in 1981.⁸

The Hague Conference on Private International Law (HCCH), however, stresses that while apostilles certify the origin of the document (signature on the record of interest), they do not certify the actual contents of the document (HCCH, 2010). In fact, it is often a strategy of diploma mills to issue records of study with apostilles, to create a further sense of legitimacy (Ezell and Bear, 2012). It is also a tactic diploma mills use to charge customers additional fees for their documents (Walsh, 2015).

8 For a list of the member countries, see www.hcch.net/en/instruments/conventions/status-table/?cid=41.

Example 11: An Apostille Issued by the US Department of State (USA) – 1 page

Although the apostille is intended to facilitate the recognition of documents abroad, it should not be taken as an assurance of the authenticity of the records in question. Note the fine print on the apostille below.

05018431-14

United States of America

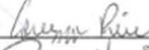


DEPARTMENT OF STATE

To all to whom these presents shall come, Greetings:

I Certify That the document hereunto annexed is under the Seal of the Secretary of State of the State(s) of Missouri, and that such Seal(s) is/are entitled to full faith and credit.*

In testimony whereof, I, Condoleezza Rice, Secretary of State, have hereunto caused the seal of the Department of State to be affixed and my name subscribed by the Assistant Authentication Officer, of the said Department, at the city of Washington, in the District of Columbia, this fifth day of May, 2005.


Secretary of State

By: 
Assistant Authentication Officer,
Department of State

Issued pursuant to CHIV, State of Sept. 15, 1789, 1 Stat. 68-69; 22 USC 2637; 22 USC 2651a; 5 USC 301; 28 USC 1733 et seq.; 8 USC 1443(b); RULE 44 Federal Rules of Civil Procedure.

*For the contents of the annexed document, the Department assumes no responsibility

This certificate is not valid if it is removed or altered in any way whatsoever

*For the contents of the annexed document, the Department assumes no responsibility.

Example 12: An Apostille Issued by the Government of Mexico (Mexico) – 1 page

This apostille is issued by the Mexican government. It also provides a link and QR code which one can use to verify the authenticity of the apostille. However, as in the example before, note the fine print regarding the contents of the document to which it is annexed.

MÉXICO
APOSTILLE
(Convention de La Haye du 5 octobre 1961)

014451 / 2016

SECRETARÍA DE GOBERNACIÓN

1. País (country/pays): **México**
El presente documento público
(This public document / Le présent acte public)

2. ha sido firmado por: **LIC. GABRIELA OCEGUERA CERVANTES**
(has been signed by / a été signé par)

3. quien actúa en calidad de: **DIRECTORA DE INSTITUCIONES PARTICULARES DE EDUCACIÓN SUPERIOR DE LA DIRECCIÓN GENERAL DE ACREDITACIÓN, INCORPORACIÓN Y REVALIDACIÓN.**
(acting in the capacity of / agissant en qualité de)

4. y está revestido del sello/ timbre de: **SECRETARÍA DE EDUCACIÓN PÚBLICA**
(bears the seal / stamp of / est revêtu du sceau / timbre de)

Certificado
(Certified/Attesté)

5. en (au) **CIUDAD DE MÉXICO** 6. el día (the / le) **13 DE MAYO DE 2016**

7. por (by / par) **EL LIC. EFRÁIN TERMINEL MUÑOZ, SUBDIRECTOR DE SEGUIMIENTO DE ACUERDOS, EN AUXILIO DEL TITULAR DE LA UNIDAD DE GOBIERNO, CON FUNDAMENTO EN LOS ARTÍCULOS 10 FRACCIÓN I Y 11 ÚLTIMO PÁRRAFO DEL REGLAMENTO INTERIOR DE LA SECRETARÍA DE GOBERNACIÓN.**

8. No. (N°/sous n°) **1 / 13670 / 2016** 9. Sello/ timbre (seal/stamp / sceau/timbre)

10. Firma (signature)

Tipo de Documento: CERTIFICADO DE ESTUDIOS
(Type of document / Type d'acte)
Nombre del Titular:
(Name of holder of document / Nom du titulaire)

La presente Apostilla sólo certifica la firma, la capacidad del signatario y el sello o el timbre que ostenta. La Apostilla no certifica el contenido del documento para el cual se expide.
This Apostille only certifies the signature, the capacity of the signer and the seal or stamp it bears. It does not certify the content of the document for which it was issued.
Cette Apostille ne certifie que la signature, la qualité en laquelle le signataire de l'acte a agi, et le sceau ou le timbre dont cet acte est revêtu. Elle ne certifie pas le contenu du document pour lequel elle a été émise.

La autenticidad de esta Apostilla y su firma electrónica puede ser verificada en:
The authenticity of this Apostille and its electronic signature may be verified at:
L'authenticité de cette Apostille et de sa signature électronique peut être vérifiée sur:
www.dicopgu.gob.mx/registre

Código: (code)



The Apostille only certifies the signature, the capacity of the signer and the seal or stamp it bears. It does not certify the content of the document for which it was issued.

Example 13: An Apostille Issued by the Ministry of Education in the Ukraine (Ukraine) – 1 page

This apostille is attached to a student's Bachelor Diploma, which had been submitted to and verified by the Information and Image Center of the Ministry of Education and Science in the Ukraine. For this reason, unlike the educational documents attached to the apostilles in the two previous examples, the issuance of this apostille should be regarded as an indication of the authenticity of this record. This apostille can also be checked and verified online. (Image and Information Center, 2018).



APOSTILLE * АПОСТИЛЬ
(Convention de La Haye du 5 octobre 1961
Гаазька Конвенція від 5 жовтня 1961 року)

1. Україна Цей офіційний документ
2. підписаний Губерський П. В.
3. у якості ректора
4. містить проставлену печатку/штамп: Київський національний університет імені Тараса Шевченка
Підтверджено
5. в м. Київ 6. дата 20.01.2016
7. ким Новосад Г. І. Начальник Управління Міністерства освіти і науки України
8. за № A-1469-16
9. Печатка/штамп 10. Підпис

Апостиль проставлений на документ № 4743/1469 від 30.06.2014 р.
Даний апостиль засвідчує автентичність документа: справність підпису та істот, в якій виступала особа, що підписала освітній документ і, у відповідному випадку, відбиток печатки або штампа, яким оригінальний офіційний документ.
Апостиль не підтверджує зміст документа, на якому він проставлений.
Перевірка апостилів: <http://enc.in.ua/index.php/ua/apostille>

AZ-481-16
A-1469-16

English Translation:

1. *Ukraine*
This is an official document
2. *signed by: L. V. Gubersky*
3. *as rector*
4. *contains seal/stamp: Kyiv National University named after Taras Shevchenko*
Confirmed
5. *in the city of: Kyiv*
6. *date: 20.01.2016*
7. *by whom: G. I. Novosad, head of the Ministry of Education and Science of Ukraine*
8. *for: № A-1469-16*
9. *seal/stamp*
10. *signature*

V. Structure and Types of Academic Records

It is also helpful to explore different types of assessments and how they impact the information that is presented and the corresponding structure of the documents. Americans are most familiar with **term-by-term assessments**, and this typically yields **transcripts** that record the subjects term-by-term or year-by-year, covering the entire duration of study. In countries like the US and Canada, these records of study will not only list the subjects studied and the grades received, but they will also include the degree conferral information, when the program has been completed and a qualification has been awarded, thereby serving as an all-in-one, stand-alone document. In other countries like Mexico, China, and India, however, the full university degree conferral information may not be referenced on the transcript or statement of marks. As a result, the **degree certificate** or **diploma** must also be requested as proof of the award of the qualification.

In other instances, a program of study may be validated by **final, external examinations** and the qualification is awarded on this basis instead. Secondary school credentials in many parts of the world follow this scheme. In such cases, one would not request term-by-term or year-by-year transcripts from the school, although they may be used as supplementary information. Rather, we would expect to see the final examination results. The results may be part of the **examination certificate**, serving as an all-in-one, stand-alone document. This format is found in the secondary school records from the UK and other secondary educational systems patterned after the UK. Alternatively, the results (individual subjects and grades) may be issued as a document that is separate from the examination certificate or diploma. This model is commonly found in the secondary school records from France and other secondary education systems influenced by France.

Example 14: National Senior Certificate (South Africa) – 1 page

The National Senior Certificate marks the end of secondary education in South Africa. Not only does it serve as the Certificate, but it provides the examination results as well (subjects and grades). No additional documentation would be necessary, as this is an “all-in-one” document.



Example 15: University-Issued Transcript (South Korea) – 1 page

This transcript provides a breakdown of the subjects studied and corresponding credits and grades. Additionally, it lists the full name of the degree earned as well as the graduation date. As such, the degree certificate would not be necessary for submission.

연세대학교

120-749 YONSEI UNIVERSITY 4248RO 50

Tel : (02)2223-2114

http://www.yonsei.ac.kr



YONSEI UNIVERSITY

50 Yonsei-ro, Seodaemun-gu,

Seoul 120-749, Korea

Tel : (02)2123-2114

http://www.yonsei.ac.kr

ACADEMIC TRANSCRIPT

FILE NO. :
DATE : MARCH 8, 2013

NAME (IN FULL)	COLLEGE	COLLEGE OF BUSINESS AND ECONOMICS
STUDENT NUMBER	STATUS	
DATE OF BIRTH	DEGREE REGISTRATION NO	
DATE OF ADMISSION : MARCH 2, 1999	DEGREE OF GRADUATION	FEBRUARY 23, 2004
DIVISION(SCHOOL) : DIVISION OF BUSINESS AND ECONOMICS		
DEPARTMENT		
MAJOR : BUSINESS ADMINISTRATION		
INTERDISCIPLINARY MAJOR		
MINOR		
DEGREE : BACHELOR OF BUSINESS ADMINISTRATION		

TITLE OF COURSE	CREDITS	GRADE	TITLE OF COURSE	CREDITS	GRADE
2. TERMS TOTAL 36 CREDITS					
1ST SEMESTER, 1999					
PRINCIPLES OF ECONOMICS(1)	3	B ⁰	INTERNATIONAL FINANCE MARKETS*	3	C ⁺
MODERN WORLD & CHRISTIANITY	3	A ⁰	MARKETING RESEARCH	3	C ⁺
CHAPLEL	0	P	ADVERTISING	3	C ⁺
STATISTICS (1)	3	B ⁺	CONSUMER BEHAVIOR ANALYSIS	3	C ⁰
PRODUCTION & OPERATIONS MANAGEMENT	3	A ⁰	E. COMMERCE & INFORMATION INDUSTRY	3	A ⁺
MARKETING	3	A ⁰	ATTEMPTED : 15 PASSED : 15 GPA: 2.52		
ATTEMPTED : 15 PASSED : 15 GPA: 3.00			TOTAL ATTEMPTED : 144		
SUMMER SESSION, 1999			TOTAL PASSED : 144		
PSYCH. UNDERSTANDING OF HUMAN BEHAV	3	B ⁺	CUMULATIVE GPA : 3.08 / 4.30		
THE WORLD OF WORK & PSYCHOLOGY	3	A ⁺			
ATTEMPTED : 6 PASSED : 6					
2ND SEMESTER, 1999					
CHAPLEL	0	P			
WRITING & LIFE	2	A ⁺			
SPANISH I	3	A ⁻			
ACCOUNTING PRINCIPLES	3	B ⁰			
PRINCIPLES OF ECONOMICS(2)	3	A ⁰			
STATISTICS (2)	3	B ⁰			
FINANCIAL MANAGEMENT	3	B ⁰			
ADVANCED READINGS IN ENGLISH	3	A ⁰			
ATTEMPTED : 20 PASSED : 20 GPA: 3.53					
1ST SEMESTER, 2000					
CHAPLEL	0	P			
SPANISH I	3	B ⁺			
MICROECONOMICS	3	C ⁺			
MANAGEMENT ACCOUNTING	3	C ⁺			
CORPORATE FINANCE	3	C ⁰			
HUMAN RESOURCE MANAGEMENT	3	B ⁺			
INTERMEDIARY ACCOUNTING(1)	3	D ⁰			
ATTEMPTED : 18 PASSED : 18 GPA: 2.36					
2ND SEMESTER, 2000					
INTERNATIONAL MANAGEMENT	3	C ⁺			
INTERNATIONAL MARKETING	3	B ⁺			
INTERMEDIARY ACCOUNTING(2)	3	C ⁰			
INTRODUCTION TO INFORMATION SYSTEMS	3	A ⁺			
COGNITIVE SCIENCE	3	A ⁺			
FOLK DANCE	1	B ⁰			
ATTEMPTED : 16 PASSED : 16 GPA: 3.03					
1ST SEMESTER, 2001					
DANCE SPORTS	1	B ⁺			
TECHNOLOGY MANAGEMENT	3	B ⁺			
NEW PRODUCT MARKETING	3	A ⁺			
STRATEGIC MANAGEMENT	3	B ⁺			
RELATIONSHIP MARKETING	3	C ⁺			
ELECTRONIC COMMERCE	3	B ⁻			
NEGOTIATIONS	3	A ⁺			
ATTEMPTED : 19 PASSED : 19 GPA: 3.31					
2ND SEMESTER, 2001					

REMARKS

1. WEEKS-PER-REK:
(ONE HOUR OF CLASS WORK PER WEEK FOR 1 SEMESTER COUNTS FOR 1 CREDIT.
TWO (OR MORE) HOURS OF LABORATORY WORK PER WEEK FOR 1 SEMESTER COUNTS FOR 1 CREDIT.)

2. WEEKS-PER-REK:
(ONE ACADEMIC YEAR CONSISTS OF TWO 16-WEEK SEMESTERS.)

3. GRADING SYSTEM:
BEFORE 1961 : A=100-90, B=89-80, C=79-70, D=69-60, F=59-50
1961 ~ 1986 : A+=1.0, A=1.0, A-=0.7, B+=0.3, B=0.3, B-=0.2, C=0.2, C+=0.2, C=0.2, C-=0.2, D+=0.1, D=0.1, D-=0.1, F=0
SINCE 1987 : A+=1.3, A=1.0, A-=0.7, B+=0.3, B=0.3, B-=0.2, C=0.2, C+=0.2, C=0.2, C-=0.2, D+=0.1, D=0.1, D-=0.1, F=0
P: PASS, E: WITHDRAWAL, MF: NON-PASS



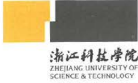
IN KWON CHUNG, Ph.D.
VICE PRESIDENT FOR ACADEMIC AFFAIRS

NOTE : COPIES OF THIS DOCUMENT ARE NOT OFFICIAL UNLESS THEY CARRY THE SIGNATURE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS.

이 증명서는 복사하여 사용할 수 없습니다. (Unauthorized copies of this document are not official.)

Example 16: University-Issued Transcript (China) – 1 page

University transcripts in China do not regularly provide the degree information, particularly with regard to the name of the qualification or the date of the award. For this reason, it is necessary to request the degree certificate as official proof of the conferral of the degree.⁹



浙江科技学院
ZHEJIANG UNIVERSITY OF
SCIENCE & TECHNOLOGY

浙江科技学院学生成绩单

Zhejiang University of Science & Technology Transcript of Student's Academic Record

Department: School of Information and Electronic Engineering Major: Software Engineering

Name: _____ Student Number: _____ Gender: Female Length of schooling: Four years

Course	Type	Score	Credit	Point	Course	Type	Score	Credit	Point
2011-2012 Fall Term					College English Level A4 GE 83 40 3.3				
Induction of university life	CP	P	1.0	3.5	2013-2014 Fall Term				
College English Level A1	CP	90	4.0	4.0	Course Design of Web Groupware Development	CP	B	2.0	3.5
Basic Garment Technology	CP	83	3.0	3.3	Health Training	CP	78	0.5	2.8
Advanced Mathematics Level D	CP	84	4.0	3.4	C# Programming	SE	88	3.0	3.8
Military Theory and Training	CP	97	3.0	4.7	The Design and Development of Database Application System Based on Oracle	SE	91	3.0	4.1
Design Representation Skill	CP	91	3.0	4.1	Web Groupware Development	SE	81	4.0	3.1
Introduction to the Fashion Industry	CP	92	1.5	4.2	Computer Network	SE	92	2.5	4.2
Situation and Policy 1	CP	P	0.5	3.5	Introduction to Information System	SE	88	2.0	3.8
Physical Education1	CP	84	1.0	3.4	2013-2014 Spring Term				
The Essentials of Modern and Contemporary History of China	CP	83	2.0	3.3	Software Test	CP	87	3.0	3.7
General Reading the Anatomy of Confucius	GE	88	2.0	3.8	Software architecture	CP	78	3.0	2.8
Computer Applications	GE	86	1.5	3.6	NET Technology Platform	SE	B	3.0	3.5
2011-2012 Spring Term					Introduction to E-Commerce	SE	C	2.0	2.3
College English Level A2	CP	82	4.0	3.2	Enterprise Level Development Technology Based on J2EE	SE	84	4.0	3.4
Advanced Mathematics Level B2	CP	91	3.0	4.1	Network Communication Programming	SE	98	2.5	4.8
Discrete mathematics	CP	87	4.0	3.7	Comprehensive Course Design of Information Management System	SE	B	3.0	3.5
Object-Oriented Programming(C++)	CP	83	3.0	3.3	2014-2015 Fall Term				
Linear Algebra Level A	CP	82	2.5	3.2	Technology Practice	CP	A	10.0	4.5
Situation and Policy 2	CP	P	0.5	3.5	Health Training	CP	87	0.5	3.7
Physical Education2	CP	70	1.0	2.0	Software Project Management and Case Study	SE	82	3.0	3.2
career planning and guidance for college students	GE	88	3.0	3.8	2014-2015 Spring Term				
Analysis of Social Investment	GE	C	2.0	2.5	Graduate Project (Thesis)	CP	B	16.0	3.5
Demonstration of the guidelines in Pre-Op Period	GE	92	2.0	4.2	Graduate Course Guidance Center Guidance for Graduates	CP	P	1.0	3.5
2012-2013 Fall Term					Extracurricular Teaching Credits 2.8				
Course Design of Java Programming	CP	C	2.0	2.5	Scientific Practice				
Java Programming	CP	81	4.0	3.1	Other Tests Score				
Fundamentals of Programming (C Language)	CP	97	3.0	4.7	College English Test 6 483				
Experiments in Fundamentals of Programming(C Language)	CP	A	1.0	4.5	College English Test 4 519				
Probability Theory and Mathematical Statistics Level A	CP	82	3.0	3.2	General Report				
Introduction to Mao Zedong's Thought and Theoretical System of Socialism with Chinese Characteristics	CP	89	4.0	3.9	CP credits: 1350 SE credits: 0.0				
Physical Education1	CP	87	1.0	3.7	GE Credits: 52.5 Total credits: 187.5				
Data structure	CP	89	4.0	3.9	Overall GPA: 3.51				
Digital Logic	CP	87	4.0	3.7	Blank Below				
Morality Cultivation and General Knowledge of Law	CP	B	3.0	3.7					
Foundation of Information Technology	CP	B	2.5	3.5					
Situation and Policy 3	CP	P	0.5	3.5					
Characteristic design and implementation for individual vehicle	GE	P	1.0	3.5					
Wisdom of Western Philosophy	GE	93	2.0	4.3					
English Interpretation	GE	82	2.0	3.2					
2012-2013 Spring Term									
Operating system principle	CP	88	4.0	3.8					
Computer Organization	CP	87	3.5	3.7					
Metalworking Practice B	CP	B	2.0	3.5					
Introduction to Fundamental Principles of Marxism	CP	72	1.0	2.2					
Physical Education2	CP	88	1.0	3.8					
Cognition Practice	CP	A	1.0	4.5					
Software Engineering	CP	83	3.0	3.3					
Principle of Database System	CP	81	3.0	3.1					
Principles of Database System	CP	C	1.0	2.5					
Ideological Social Practice	CP	B	2.0	3.5					
Situation and Policy 4	CP	P	0.5	3.5					

教务处长签字 罗朝蓝 教务处长章 日期 11 January 2016

Director's Signature Office of Educational Administration Stamp Date

Page 1 of 1

VI. Diploma Supplements

In addition to transcripts and degree certificates, certain parts of the world also issue a supplementary document that explains the qualification within the context of that country's educational system. The most common is the **Diploma Supplement**, which was introduced as a recognition tool in the Bologna Process, a higher education reform that was launched across Europe, starting in 1999. The movement promotes the harmonization of the higher educational systems of its member countries,¹⁰ leading to a 3-cycle postsecondary degree structure (e.g., Bachelor-Master-Doctor).

The concept of the Diploma Supplement originated from UNESCO in 1979 and was then developed jointly by the European Commission, Council of Europe and UNESCO. To help facilitate recognition across borders, the Diploma Supplement would accompany all records of study for completed higher education degree programs. In a standardized, easily understandable format, it would cover 8 sections of information relating to:

- I. The student
- II. The qualification
- III. The level of the qualification (including entry requirements and length of program)
- IV. The content of the program (including assessments and results)
- V. The function of the qualification (including the professional status, if applicable)
- VI. Any additional details
- VII. Certification of the Diploma Supplement (including date, signature and seal)
- VIII. The national educational system

(Europe Unit, 2006).

The Diploma Supplement was created as a supporting record and is not intended to replace the degree certificate. The goal was to have the Diploma Supplement available to all graduating students from 2005 onward, at no additional cost and in a major European language. However, the results from a 2013/14 Bologna follow-up group questionnaire revealed that only 28 out of the 49 member states at that time issued the Diploma Supplement (Erasmus+ Project, 2014).¹¹ A subsequent 2018 study reports that the Diploma Supplement is now issued in 44 countries; however, the offerings and availability are not consistent, even within a member state (European Commission, EACEA and Eurydice, 2018).

10 To view the current list of signatory countries, see www.ehea.info/pid34250/members.html.

11 Also note that, at times, Diploma Supplements may be issued for short-cycle vocationally-oriented qualifications (European Commission, EACEA and Eurydice, 2018) or "retroactively" for pre-Bologna qualifications. As such, the information contained therein may be misleading.

Example 17: Diploma Supplement (Czech Republic) – 4 pages

The diploma supplement below is issued by Palacký University Olomouc in the Czech Republic. This particular one comes in a bilingual format, covering the 8 prescribed sections. Note too that western European countries will almost always make a diploma supplement available in English.

Univerzita Palackého v Olomouci

DIPLOMA SUPPLEMENT / DODATEK K DIPLOMU

Diploma No / Diplom č.: LF 000000

This Diploma Supplement follows the model developed by the European Commission, Council of Europe and UNESCO / CEPES. The purpose of the supplement is to provide sufficient independent data to improve the international "transparency" and fair academic and professional recognition of qualifications (diplomas, degrees, certificates etc.). It is designed to provide a description of the nature, level, context, content and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this supplement is appended. It should be free from any value judgements, equivalence statements or suggestions about recognition. Information in all eight sections should be provided. Where information is not provided, an explanation should give the reason why.

Tento dodatek k diplomu odpovídá modelu vytvořenému Evropskou komisí, Radou Evropy a organizací UNESCO / CEPES. Účelem dodatku je poskytnout odpovídající nezávislé údaje, které přispějí ke zlepšení mezinárodní "průhlednosti" a spravedlivosti akademického a profesního uznávání kvalifikací (diplomů, titulů, osvědčení atd.). Dodatek je určen pro popis podstaty, obsahu, úrovně a postavení studií, která byla uskutečněna a úspěšně dokončena držitelem kvalifikace, ke které je tento dodatek připojen. Dodatek nemá obsahovat žádná ocenění, prohlášení o rovnocennosti nebo doporučení k uznání. Je třeba, aby všech osm částí dodatku bylo vyplněno. Tam, kde informace poskytnuty nebudou, mělo by být uvedeno vysvětlení proč.

1. Information identifying the holder of qualification / Informace o totožnosti držitelky kvalifikace

1.1 Family name(s) / Příjmení:

1.2 First name(s) / Křestní jméno (jména):

1.3 Date of birth (day/month/year) / Datum narození:

Place of birth / Místo narození:

1.4 Student identification number / Identifikační číslo studenta:

2. Information identifying the qualification / Informace o druhu kvalifikace

2.1 Name of the qualification / Název kvalifikace: bakalář

Title conferred / Udělený titul: Bc.

2.2 Main field of study for the qualification / Hlavní studijní obor v rámci kvalifikace:

Philology / Filologie,

English for Translators and Interpreters / Angličtina se zaměřením na komunitní tlumočení a překlad

2.3 Name and status of awarding institution / Název a postavení udělující instituce:

Univerzita Palackého v Olomouci, Public Higher Education Institution / Veřejná vysoká škola

2.4 Name and status of institution administering studies / Název a postavení instituce zajišťující studium:

Univerzita Palackého v Olomouci, Public Higher Education Institution / Veřejná vysoká škola

2.5 Language(s) of instruction / examination / Jazyk(y) studia / zkoušek: Czech / Čeština

3. Information on the level of the qualification / Informace o úrovni kvalifikace

3.1 Level of qualification / Úroveň kvalifikace:

Higher education / Vysokoškolské vzdělání, Bachelor study programme / Bakalářské studium

3.2 Official length of programme / Standardní délka programu: semesters / semestrů: 6

3.3 Access requirements / Požadavky na vstup ke studiu: Secondary school leaving certificate / Maturitní vysvědčení

4. Information on the contents and results gained / Informace o obsahu a dosažených výsledcích

4.1 Mode of study / Forma studia: Full-time / Prezenční

4.2 Programme requirements / Požadavky v rámci programu:

180 ECTS, Bachelor Thesis, Final State Examination / 180 ECTS kreditů, Bakalářská práce, Státní závěrečná zkouška

4.3 Programme details and the individual grades/credits obtained / Podrobné údaje o programu a jednotlivých dosažených hodnoceních/kreditech:

Code Kód předmětu	Subject / Název předmětu	ECTS Kredity	Grade Známka	Date Datum
KAA/INM1	Theory and Methodology of Interpretation / Teorie a metodika tlumočení	4	D	14.12.2011
KAA/IN01	Interpreting Seminar 1 / Tlumočnický seminář 1	3	R	15.12.2011
KRF/POMP1	French Language for Other Fields of Study - Pre-Intermediate 1 / Francouzština pro ostatní obory - mírně pokročilá 1	2	R	20.12.2011
KAA/BS01	British Studies 1 / British Studies 1	4	E	03.01.2012
KAA/AGR1	English Grammar 1 / Anglická gramatika 1	3	R	06.01.2012
KAA/TR01	Translation Seminar 1 / Překladačský seminář 1	3	R	10.01.2012
KAA/IT01	Information Technology 1 / Informační technologie 1	3	R	10.01.2012
KAA/UT00	Introduction to the Study of English / Úvod do studia jazyka	4	B	19.01.2012
KAA/IT02	Information Technology 2 / Informační technologie 2	3	R	09.05.2012
KAA/CJTR	Czech for Translators / Čeština pro překladatele	3	R	10.05.2012
KAA/TR02	Translation Seminar 2 / Překladačský seminář 2	3	R	11.05.2012

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DIPLOMA SUPPLEMENT

Name: _____

Diploma No: _____

Code Kód předmětu	Subject / Název předmětu	ECTS Kredity	Grade Známka	Date Datum
KAA/TRC1	Computer Aided Translation 1 / Počítačem podporovaný překlad 1	3	R	14.05.2012
KAA/TERM	Terminology / Terminologie	3	R	15.05.2012
KRF/POMP2	French Language for Other Fields of Study - Pre-Intermediate 2 / Francouzština pro ostatní obory - mírně pokročilí 2	2	B	15.05.2012
KAA/JCB2	Comprehensive Exam B2 / Souborná jazyková zkouška B2	2	C	17.05.2012
KAA/BS03	British Studies / British Studies 3	4	C	23.05.2012
KAA/TRM1	Translation Theory and Methods 1 / Teorie a metodika překladu	4	E	04.06.2012
KAA/JC01	English Language 1 / Jazykové cvičení 1	2	R	04.06.2012
KAA/IN02	Interpreting Seminar 2 / Tumočnický seminář 2	3	R	04.06.2012
KAA/JC02	English Language 2 / Jazykové cvičení 1	2	R	05.06.2012
KRF/POPO1	French Language for Other Fields of Study - Advanced 1 / Francouzština pro ostatní obory - pokročilí 1	2	R	10.12.2012
KAA/JC03	English Language 3 / Jazykové cvičení 3	2	R	13.12.2012
KAA/JC04	English Language 4 / Jazykové cvičení 4	2	R	14.12.2012
KAA/AGR2	English Grammar 2 / English Grammar 2	3	R	10.01.2013
KDU/DSF1	Film History 1 / Dějiny světového filmu 1	3	E	19.01.2013
KG/ASE1	Swedish 1 / Švédština 1 - gramatika	2	C	28.01.2013
KAA/IN03	Interpreting Seminar 3 / Tumočnický seminář 3	3	R	30.01.2013
KAA/TR03	Translation Seminar 3 / Překladačský seminář 3	3	R	01.02.2013
KAA/LGR3	Linguistic Research Seminar / Linguistic Research Seminar	3	R	23.04.2013
KAA/TRM2	Translation Theory and Methods 2 / Teorie a metodika překladu 2	4	E	09.05.2013
KRF/POPO2	French Language for Other Fields of Study - Advanced 2 / Francouzština pro ostatní obory - pokročilí 2	2	C	09.05.2013
KAA/IN04	Interpreting Seminar 4 / Tumočnický seminář 4	3	R	13.05.2013
KAA/UL00	Introduction to the Study of Literature / Úvod do literatury	4	D	13.05.2013
KG/ASE2	Swedish 2 / Švédština 2 - gramatika	2	A	14.05.2013
KAA/ESP4	The International Business World IV / ESP IV: Commercial Correspondence	3	R	15.05.2013
KAA/TR04	Translation Seminar 4 / Překladačský seminář 4	3	R	15.05.2013
KAA/INM2	Theory and Methodology of Interpretation 2 / Teorie a metodika tlumočení 2	4	E	23.05.2013
KAA/PTR1	Translation Hands-On Training 1 / Překladačská praxe 1	3	R	28.05.2013
KAA/TC09	Corpus based research / Corpus based research	3	R	30.08.2013
KAA/TR05	Translation Seminar 5 / Překladačský seminář 5	3	R	17.12.2013
KAA/IN05	Interpreting Seminar 5 / Tumočnický seminář 5	3	R	17.12.2013
KAA/AS02	American Studies / American Studies	4	C	07.01.2014
KAA/JC05	English Language 5 / Jazykové cvičení 5	2	R	08.01.2014
KAA/JCC1	Comprehensive Exam C1 / Souborná jazyková zkouška C1	2	D	23.01.2014
KAA/LEGE	Legal English / English for Business and Law 1	3	R	19.03.2014
KAA/ESP2	ESP II: Business English 2 / The International Business World 2	3	R	28.03.2014
KAA/IN06	Interpreting Seminar 6 / Tumočnický seminář 6	4	C	25.04.2014
KAA/TRC2	Computer Aided Translation 2 / Počítačem podporovaný překlad 2	4	B	02.05.2014
KAJ/FCL	Film Club / Filmový klub	2	R	05.05.2014
KAA/FOAN	English Phonetics / Fonetika angličtiny	3	R	21.05.2014
KAA/TR06	Translation Seminar 6 / Překladačský seminář 6	4	A	22.05.2014
KAA/BAD1	Diploma Seminar / Diplomový seminář 1	4	R	20.06.2014
KAA/PIN1	Interpreting Hands-On Training 1 / Tumočnická praxe 1	3	R	03.09.2014
KAA/BAD3	Diploma Seminar 3 / Diploma Seminar 2	10	R	05.05.2015
KAA/PIN2	Interpreting Hands-On Training 2 / Tumočnická praxe 2	3	R	05.05.2015
KAA/PTR2	Translation Hands-On Training 2 / Překladačská praxe 2	3	R	05.05.2015
KAA/BAD2	Diploma Seminar 2 / Diploma Seminar 2	6	R	06.05.2015
Total number of ECTS / Celkový počet ECTS kreditů		180		

Final State Examination / Státní závěrečná zkouška		Date Datum	Grade Známka
Interpreting from English / Překlad z anglického jazyka		09.06.2015	E
Interpreting from English / Tlumočení z anglického jazyka		09.06.2015	D
Bachelor Thesis / Bakalářská práce		Date Datum	Grade Známka
Criteria of Quality Assessment in Interpreting		07.06.2016	D
Criteria of Quality Assessment in Interpreting			

4.4 Grading scheme and grade distribution guidance / Klasifikační stupnice a vysvětlení jejího významu:

DIPLOMA SUPPLEMENT

Name: _____

Diploma No: _____

Grade Známka	Verbal classification Slovní hodnocení
A	Excellent / výborně
B	Excellent minus / výborně minus
C	Very good / velmi dobře
D	Very good minus / velmi dobře minus
E	Good / dobře
F	Unsatisfactory / nevyhoví

Grading distribution within the study programme: / Rozdělení známek za studijní program:

A	B	C	D	E	F
22%	22%	24%	17%	15%	23%
100% of successful students / Úspěšní studenti					Failed / neuspěli
All enrolled students / Všichni zapsaní studenti					

Grading distribution within the study programme: / Rozdělení známek za studijní program:

1	2	3	4
40%	36%	25%	Failed
100% of successful students / Úspěšní studenti			18%
All enrolled students / Všichni studenti			

R	Satisfactory completion of course, no grade / Předmět splněn
P	Exam was passed in previous study / Uznáný předmět

4.5 Overall classification of the qualification / Celková klasifikace kvalifikace: *Graduated / Absolvovala*

Grading scheme of the qualification / Stupnice pro klasifikaci kvalifikace:

Graduated with honours / Absolvoval s vyznamenáním	Graduated / Absolvoval	Did not graduate / Neabsolvoval
--	------------------------	---------------------------------

5. Information on the function of the qualification / Informace o funkci kvalifikace

5.1 Access to further study / Přístup k dalšímu studiu: *Master study programme / Magisterský studijní program*5.2 Professional status / Profesní postavení: *Bachelor / bakalář*

6. Additional information / Doplnkové informace

6.1 Additional information / Doplnkové informace: —

6.2 Further information sources / Další informační zdroje:

<http://www.upol.cz>, <http://www.msmt.cz>, <http://www.uiv.cz>

7. Certification of supplement / Potvrzení dodatku

7.1 Date / Datum: 07.06.2016

7.2 Signature / Podpis: *prof. PhDr. Jiří Lach, Ph.D., M.A.*7.3 Capacity / Funkce: *Dean of Faculty of Arts*
děkan Filozofické fakulty

7.4 Official stamp or seal / Oficiální razítko nebo pečeť:



8. Information on the national higher educational system / Informace o národním vysokoškolském systému

Higher Education System in the Czech Republic

Higher education institutions form the highest level of Czech education. They offer accredited study programmes at three levels – Bachelor's, Master's, and doctoral, as well as lifelong learning. Higher education institutions are either university-type or non-university-type and carry out associated scholarly, research, developmental, artistic or other creative activities.

University-type higher education institutions may offer all types of degree programmes (Bachelor's, Master's and doctoral) and carry out associated scholarly, research, developmental, artistic or other creative activities. Non-university-type higher education institutions offer mainly Bachelor's degree programmes, but may also provide Master's degree programmes and carry out associated scholarly, research, developmental, artistic or other creative activities.

There are public, state and private higher education institutions. The public and private higher education institutions are under the responsibility of the Ministry of Education, Youth and Sports, while state institutions (the University of Defence and the Police Academy of the Czech Republic) are under the responsibility of the Ministry of Defence and the Ministry of the Interior. The complete list of higher education institutions is available at: <http://www.mmt.cz/files/htm/Vseuvsewv.htm> or <http://www.cvs.cz>.

Higher education is realised within the framework of accredited degree programmes in accordance with their curricula and given mode of studies. The mode of study may be on-site, distance or a combination of both. Admission to a Bachelor's or long-cycle Master's degree programme is conditional on the completion of a secondary education with a "maturita" examination. Admission to a Master's degree programme is conditional on graduating from a Bachelor's degree programme, while admission to a doctoral degree programme is conditional on graduating from a Master's degree programme. Higher education institutions and faculties are free to specify additional conditions for admission to studies that relate to specific knowledge, abilities, talent etc.

Higher Education Qualifications

The qualification structure recognises Bachelor's, Master's and doctoral levels.

A Bachelor's degree programme ("bakalářský studijní program") aims at providing qualifications for entering a profession or a Master's degree programme. It takes from 3 to 4 years (180 – 240 ECTS credits). Graduates receive the academic degree "bakalář umění" (Bc.) – Bachelor of Fine Arts in the field of arts, and "bakalář" (Bc. – Bachelor) in other fields. The degree programme must be completed in due form with a final state examination, which usually includes the presentation and defence of a Bachelor's thesis.

A Master's degree programme ("magisterský studijní program") follows a Bachelor's degree programme. The length is 3 – 5 years (60 – 180 ECTS credits). In selected fields, where the nature of the degree programme requires, a Master's degree programme need not follow a Bachelor's programme. In this case, the programme lasts 4 – 6 years (240 – 360 ECTS credits). Graduates in a Master's degree programme must take a final state examination and publicly present and defend a Master's thesis. Studies in a Master's degree programme include the presentation and defence of an advanced Master's ("rigorózní") thesis.

The studies in a Master's programme lead to the following academic degrees:

- "inženýr" (Ing.) – Engineer, in the area of economics, technical sciences and technologies, agriculture and forestry and in military fields of study;
- "inženýr architekt" (Ing.arch.) – Engineer Architect, in the field of architecture;
- "doktor medicíny" (MUDr.) – Doctor of Medicine, in the field of medicine;
- "doktor zubního lékařství" (MDDr.) – Doctor of Dental Medicine, in the field of dental medicine (since 2004);
- "doktor veterinární medicíny" (MVDr.) – Doctor of Veterinary Medicine, in the field of veterinary medicine and hygiene;
- "magistr umění" (MgA.) – Master of Fine Arts, in the area of fine arts;
- "magistr" (Mgr.) – Master, in other areas of study.

Courses in human medicine and veterinary medicine last 6 years. They are run by the university medical faculties and faculties of veterinary medicine.

Holders of the academic degree "magistr" are entitled to take an advanced Master's ("rigorózní") state examination in the same area of study and defend an advanced Master's ("rigorózní") thesis. If completed successfully, the following academic degrees are awarded:

- "doktor práva" (JUDr.) – Doctor of Law, in the field of law;
- "doktor filozofie" (Dr.) – Doctor of Philosophy, in the area of the humanities, teacher education and social sciences;
- "doktor přírodních věd" (RNDr.) – Doctor of Natural Sciences, in the field of natural sciences;
- "doktor farmacie" (PharmDr.) – Doctor of Pharmacy, in the field of pharmacy;
- "licenciát teologie" (ThLic.) – Licentiate of Theology, in the field of Catholic theology;
- "licenciát teologie" (ThLic.) – Licentiate of Theology – in the field of non-Catholic theology;
- "doktor teologie" (Th.D.) – Doctor of Theology, in the field of non-Catholic theology.

All above-mentioned academic titles are at Master's level and their abbreviations are written in form of the name.

The standard length of a doctoral degree programme ("doktorandský studijní program") is either 3 or 4 years. Doctoral studies are completed by the state doctoral examination and the public presentation and defence of a doctoral thesis (dissertation).¹² based on original results, which must be published. Graduates of a doctoral degree programme are awarded the academic¹³ degree of:

- "doktor" (Ph.D.) – Doctor;
- "doktor teologie" (Th.D.) – Doctor of Theology, in the field of theology.

The abbreviations of these academic titles are written after the name.

Academic year

Studies are divided chiefly into semesters, years or blocks. Each semester, year or block consists of a teaching period, an examination period and a vacation period. The length of the academic year is twelve calendar months; the Rector decides on the date when the academic year begins.

Credit system

The ECTS credit system is used at most higher education institutions.

Vysokoškolský vzdělávací systém v České republice

Vysoké školy představují nejvyšší úroveň vzdělávacího systému v České republice. Nabízejí akreditované studijní programy tří typů – bakalářské, magisterské a doktorandské a také celoživotní vzdělávání. Vysoké školy jsou univerzitního nebo neuniverzitního typu.

Vysoká škola univerzitní může uskutečňovat všechny typy studijních programů a může též uskutečňovat magisterské studijní programy a v souvislosti s tím výzkumnou, vývojovou, uměleckou nebo další tvůrčí činnost. Vysoké školy jsou veřejné, státní a soukromé. Veřejné a soukromé vysoké školy spadají do působnosti Ministerstva školství, mládeže a tělovýchovy, státní instituce (Univerzita obrany a Policie akademie) spadají do působnosti Ministerstva obrany a Ministerstva vnitra. Úplný seznam vysokých škol jsou k dispozici na: <http://www.mmt.cz/files/htm/Vseuvsewv.htm> nebo <http://www.cvs.cz>.

Vysokoškolské vzdělání se uskutečňuje v rámci akreditovaných studijních programů podle studijního plánu stanoveného formou studia. Forma studia může být presence, distanční nebo jejich kombinace.

Podmínkou přijetí ke studiu v bakalářském a „dlouhém“ magisterském studijním programu je dosažení středního vzdělání s maturitní zkouškou. Podmínkou přijetí ke studiu v magisterském studijním programu, který navazuje na bakalářský studijní program, je rovněž řádné ukončení studia v bakalářském studijním programu. Podmínkou přijetí ke studiu v doktorandském studijním programu je řádné ukončení studia v magisterském studijním programu.

Vysoké školy mohou fakulta může stanovit další podmínky přijetí ke studiu vzhledem k specifické znalosti, schopnosti nebo nadání apod.

Vysokoškolské kvalifikace

Kvalifikační struktura rozlišuje tři stupně vzdělání – bakalářský, magisterský a doktorandský.

Bakalářský studijní program je zaměřen na přípravu a výkon povolání nebo ke studiu magisterského studijního programu. Standardní doba studia je 3 až 4 roky (180 – 240 ECTS kreditů). Absolventi v oblasti umění získají akademický titul „bakalář umění“ (BcA.) a „bakalář“ (Bc.) v ostatních oblastech. Studium se řádně ukončuje státní závěrečnou zkouškou, jejíž součástí je zpravidla obhajoba bakalářské práce.

Magisterský studijní program navazuje na bakalářský studijní program. Standardní doba studia je 3 až 5 roky (60 – 180 ECTS kreditů). V případech, kdy to vyžaduje charakter studijního programu, může být udělena akreditace magisterského studijního programu, který navazuje na bakalářský studijní program. Standardní doba studia je potom 4 až 6 let (240 – 360 ECTS kreditů). Studium v magisterském studijním programu se řádně ukončuje státní závěrečnou zkouškou, jejíž součástí je obhajoba diplomové práce. V oblasti lékařství, zubního lékařství a veterinárního lékařství a hygieny se studium řádně ukončuje státní rigorózní zkouškou.

Absolventům se uděluje tyto akademické tituly:

- „inženýr“ (Ing.) v oblasti ekonomie, technických věd a technologií, zemědělství, lesnictví a vojenské;
- „inženýr architekt“ (Ing.arch.) v oblasti architektury;
- „doktor medicíny“ (MUDr.) v oblasti lékařství;
- „doktor zubního lékařství“ (MDDr.) v oblasti zubního lékařství;
- „doktor veterinární medicíny“ (MVDr.) v oblasti veterinárního lékařství a hygieny;
- „magistr umění“ (MgA.) v oblasti umění;
- „magistr“ (Mgr.) v ostatních oblastech.

Absolventi magisterských studijních programů, kteří získali akademický titul „magistr“, mohou vykonávat v této oblasti studia státní rigorózní zkoušku, jejíž součástí je obhajoba rigorózní práce. Po jejím ukončení se uděluje tyto akademické tituly:

- „doktor práva“ (JUDr.) v oblasti práva;
- „doktor filozofie“ (Dr.) v oblasti humanitních, pedagogických a společenských věd;
- „doktor přírodních věd“ (RNDr.) v oblasti přírodních věd;
- „doktor farmacie“ (PharmDr.) v oblasti farmacie;
- „licenciát teologie“ (ThLic.) nebo „doktor teologie“ (Th.D.) v oblasti teologie, pro obzvláště katolické teologie „aliceniat teologie“.

Všechny dosud zmíněné obzvláště tituly se udělují před jménem.

Standardní doba doktorandského studijního programu je tři až čtyři roky. Doktorandské studium se řádně ukončuje státní doktorandskou zkouškou a obhajobou disertační práce. Absolventům doktorandského studijního programu se přiznává akademický titul:

- „doktor“ (Ph.D.);
- „doktor teologie“ (Th.D.) v oblasti teologie.

Zkratkou těchto titulů se uvádějí před jménem.

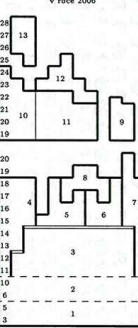
Academický rok

Studium je členěno zejména na semestry, roky nebo bloky. Každý semestr, rok nebo blok sestává z období výuky a zkoušek a z období prázdnin. Akademický rok trvá 12 kalendářních měsíců; jeho začátek stanoví rektor.

Kreditní systém

Kreditní systém (ECTS nebo zrovnametelný systém) je užíván většinou vysokých škol.

Education system of the Czech Republic in 2006
Schéma vzdělávacího systému ČR v roce 2006



1. Nursery school / Materská škola
2. Primary level / První stupeň
3. Secondary level / Druhý stupeň
4. Gymnasium / Gymnázium
5. Secondary vocational schools / Střední odborné učiliště
6. Secondary technical schools / Střední odborné školy
7. Conservatories / Konservatoře
8. Follow-up course / Nástavbové studium
9. Tertiary professional schools / Vyšší odborné školy
10. Higher education / Vysoké školy
11. Master studies / Magisterské studium
12. Doctoral studies / Doktorandské studium

The United Kingdom, a signatory of the Bologna Declaration, also developed a similar document alongside the Diploma Supplement. Known as **HEAR**, or the **Higher Education Achievement Report**, it incorporates all the features of the Diploma Supplement, including the 8 known sections of information. However, the HEAR can also include additional details, such as awards, prizes and extra-curricular achievements. A trial was launched with 18 higher education institutions in 2008, following a government report known as the Burgess Report. The project widened in 2010 with an additional 12 schools and was then more fully implemented in 2012-13, with approximately 90 institutions now participating. While the HEAR is not compulsory, it is encouraged and recommended (Universities UK, 2012 and Universities UK, 2018).

The format and delivery of the HEAR will depend on the school. While some issue the HEAR as a physical document through their student records systems, it is most commonly issued as a digital record through the use of a third-party provider, such as Gradintelligence. In such cases, a link can be emailed to the employer or school, and then the HEAR can be viewed, downloaded, and printed. Like the Diploma Supplement, the HEAR is intended as a supplementary record and does not replace the degree certificate.

Example 18: Higher Education Achievement Report (HEAR) (United Kingdom) – 5 pages

The HEAR is an academic record specific to the United Kingdom; however, it is one that incorporates all 8 sections and features of the Diploma Supplement. This sample is from Canterbury Christ Church University.



Higher Education Achievement Report / Diploma Supplement

This Higher Education Achievement Report follows the format of the Diploma Supplement approved by the European Commission to provide sufficient recognition of qualifications (diploma, degree, certificates, etc). The report is designed to provide a description of the nature, level, context and status of the studies that were pursued and successfully completed by the individual named on the original qualification to which this achievement report is appended. The report also includes additional information on verified extra-curricular activities or awards where appropriate.

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1 INFORMATION IDENTIFYING THE HOLDER OF THE QUALIFICATION

- 1.1 Surname or family name
- 1.2 First name(s)
- 1.3 Date of birth (day/month/year)
- 1.4 Student identification number

2 INFORMATION IDENTIFYING THE QUALIFICATION

- 2.1 Name of the qualification Master of Arts
- 2.2 Main field(s) of study for the qualification Practice Based Play Therapy
- 2.3 Name and status of the awarding institution Canterbury Christ Church University, a university level institution funded mainly by public funds and authorised by the government of the United Kingdom.
- 2.4 Name and status of the institution (if different from 2.3) administering studies APAC, Uckfield, UK, Delivered In Distance Learner/Off Campus
- 2.5 Language of instruction/examination English

3 INFORMATION ON THE LEVEL OF THE QUALIFICATION

- 3.1 Level of qualification Masters degree, HE Level 7. 90 ECTS credits at Level 7.
- 3.2 Official length of the programme In full-time mode two years
- 3.3 Access requirement Honours degree or equivalent. Other access routes include credit for qualifications or experience.

4 INFORMATION ON THE CONTENTS AND THE RESULTS GAINED

- 4.1 Mode of study Part time
- 4.2 Programme requirements Student must achieve the learning outcomes as prescribed in the programme validation document. Normally students must pass all assessment elements. Pass mark for each module is 50%

4.3 Programme details

Module Code	Module Name / Title	Level	Credit (Value)	ECTS (Module)	P/F Mark (%)	(Academic) Year
MPBHS4UE1	Using Expressive Arts As An Intervention 1	7	12.00	6.00	- P	09/10
MPBHS4UE2	Using Expressive Arts As An Intervention 2	7	12.00	6.00	- P	09/10
MPBHS4USP	Using Symbolic Play As An Intervention	7	12.00	6.00	- P	09/10
MPBHS4UTF	Using Theatre Forms As An Intervention	7	12.00	6.00	- P	09/10
MPBHS4WTC	Course Introduction: Starting To Work Therapeutically With Children	7	12.00	6.00	- P	09/10
MPTHS4DMP	Working Therapeutically With Groups Of Children And Young People - Developing Skills At An Advanced Level	7	20.00	10.00	- P	10/11
MPTHS4PTS	Establishing A Play Therapy Service	7	20.00	10.00	- P	10/11
MPTHS4TSP	Working Therapeutically At An Advanced Level And Representing Children And Young People Who Have Severe Problems	7	20.00	10.00	- P	10/11
MZZHF4DRP	Developing A Research Proposal	7	20.00	10.00	55 P	12/13
MZZHF4DSS	Dissertation	7	40.00	20.00	50 P	12/13
Total credits studied on the award			180.00			
Total credits achieved			180.00			

- 4.4 Grading scheme All modules have to be passed with a mark of 50%. An MA with Distinction is awarded if a mark of 70% or over is achieved in modules to the value of 120 credits. An MA with Merit is awarded if a mark of 60%-69% is achieved in modules to the value of 120 credits. Alternatively, an MA with Merit or Distinction can be awarded if a mark within the appropriate banding is achieved in modules to the value of 60 credits which include a dissertation.

- 4.5 Overall classification of the qualification MA

- 4.6 Date of the award 10/06/2014

Student identification number

5 INFORMATION ON THE FUNCTION OF THE QUALIFICATION

- 5.1 Access to further study Masters degree enables access to research degrees, e.g. M.Phil and Ph.D.
- 5.2 Professional status (if applicable) The award holder may also hold professional body registration.

6 ADDITIONAL INFORMATION

6.1 Additional Information

At Canterbury Christ Church University we encourage our students to engage in extra-curricular and other activities which not only contribute to the wider community and the life of the University, but also help them to develop into exceptional graduates who can make a real difference in their communities and professional life. Successful completion of these activities and any awards the student may have achieved are listed below and have been verified by the University (where a student has not asked for this to be included, this is listed as "none reported"). Students may also have been involved in other activities which are not formally verified by the University but which will have contributed to their personal and professional development and may be recorded in their curriculum vitae or résumé.

University, professional and departmental prizes:

None recorded

Recognised activities:

None recorded

6.2 Further information sources

www.canterbury.ac.uk/HEAR

7 CERTIFICATION OF THE HEAR

7.1 Date: 05/07/2016

7.4 Official Seal:

7.2 Signature:

L Currie

7.3 Name and Capacity:

Lorri Currie, Academic Registrar



Student identification number

[REDACTED]

Description of Higher Education in England, Wales and Northern Ireland

In England, Wales and Northern Ireland¹, higher education institutions are independent, self-governing bodies active in teaching, research and scholarship. They are established by Royal Charter or legislation and most are part-funded by government.

Higher education (HE) is provided by many different types of institution. In addition to universities and university colleges, whose charters and statutes are made through the Privy Council which advises the Queen on the granting of Royal Charters and incorporation of universities, there are a number of publicly-designated and autonomous institutions within the higher education sector. Publicly funded higher education provision is available in some colleges of further education by the authority of another duly empowered institution. Teaching to prepare students for the award of higher education qualifications can be conducted in any higher education institution and in some further education colleges.

Degree awarding powers and the title 'university'
All universities and many higher education colleges have the legal power to develop their own courses and award their own degrees, as well as determine the conditions on which they are awarded. Some HE colleges and specialist institutions without these powers offer programmes, with varying extents of devolved authority, leading to the degrees of an institution which does have them. All universities in existence before 2005 have the power to award degrees on the basis of completion of taught courses and the power to award research degrees. From 2005, institutions in England and Wales that award only taught degrees ('first' and 'second cycle') and which meet certain numerical criteria, may also be permitted to use the title 'university'. Higher education institutions that award only taught degrees but which do not meet the numerical criteria may apply to use the title 'university college', although not all choose to do so.

All of these institutions are subject to the same regulatory quality assurance and funding requirements as universities, and all institutions decide for themselves which students to admit and which staff to appoint.

Degrees and other higher education qualifications are legally owned by the awarding institution, not by the state.

The names of institutions with their own degree awarding powers ('Recognised Bodies') are available for download at:
<http://www.dof.gov.uk/recognisedukdegrees/index.cfm?fuseaction=institutes.list&instituteCategoryID=1>

Higher education institutions, further education colleges and other organisations able to offer courses leading to a degree of a Recognised Body are listed by the English, Welsh and Northern Irish authorities, and are known as 'Listed Bodies'. View the list at:
<http://www.dof.gov.uk/recognisedukdegrees/index.cfm?fuseaction=institutes.list&instituteCategoryID=2>

Qualifications

The types of qualifications awarded by higher education institutions at sub-degree and undergraduate (first cycle) and postgraduate level (second and third cycles) are described in the Framework for Higher Education Qualifications in England, Wales and Northern Ireland (FHEQ). This also includes qualification descriptors that were developed with the HE sector by the Quality Assurance Agency for Higher Education (QAA - established in 1997 as an independent UK-wide body to monitor the standard of higher education provision - www.qaa.ac.uk). The FHEQ was self-certified as compatible with the Framework for Qualifications of the European Higher Education Area,

the qualifications framework adopted as part of the Bologna Process, in February 2009. Foundation degrees, designed to create intermediate awards strongly oriented towards specific employment opportunities, were introduced in 2001. In terms of the European Higher Education Area they are "short cycle" qualifications within the first cycle. The FHEQ is one component of the Credit and Qualifications Framework for Wales (CQWF). The Qualifications and Curriculum Authority (QCA), the Department for Children, Education, Lifelong Learning and Skills, Wales (DCELLS) and the Council for Curriculum Examination and Assessment, Northern Ireland (CCEA) have established the Qualifications and Credit Framework (to replace, in time, the National Qualifications Framework (NQF)). These authorities regulate a number of professional, statutory and other awarding bodies which control VET and general qualifications at all levels. The QCF is also incorporated into the CQWF. There is a close association between the levels of the FHEQ and the NQF (as shown overleaf), and other frameworks of the UK and Ireland (see 'Qualifications can cross Boundaries' <http://www.qaa.ac.uk/standardsandquality/otherreferencepoints/Qualsbookdaries09.pdf>)

Quality Assurance

Academic standards are established and maintained by higher education institutions themselves using an extensive and sophisticated range of shared quality assurance approaches and structures. Standards and quality in institutions are underpinned by the universal use of external examiners, a standard set of indicators and other reports, by the activities of the QAA, and in professional areas by relevant professional, statutory and regulatory bodies. This ensures that institutions meet national expectations described in the FHEQ: subject benchmark statements, the Code of Practice and programme specifications. QAA conducts peer-review based audits and reviews of higher education institutions with the opportunity for subject-based review as the need arises. The accuracy and adequacy of quality-related information published by the higher education institutions is also reviewed. QAA also reviews publicly funded higher education provision in further education colleges.

Credit Systems

Most higher education institutions in England and Northern Ireland belong to one of several credit consortia and some operate local credit accumulation and transfer systems for students moving between programmes and/or institutions. A framework of national guidelines, the Higher Education Credit Framework for England, was launched in 2008. Credit is also an integral part of the CQWF and the QCF. It may be possible for credit awarded in one framework to be recognised by education providers whose qualifications sit within a different framework. HE credit systems in use in England, Wales and Northern Ireland are compatible with the European Credit Transfer System (ECTS) for accumulation and transfers within the European Higher Education Area, and are used to recognise learning gained by students in institutions elsewhere in Europe.

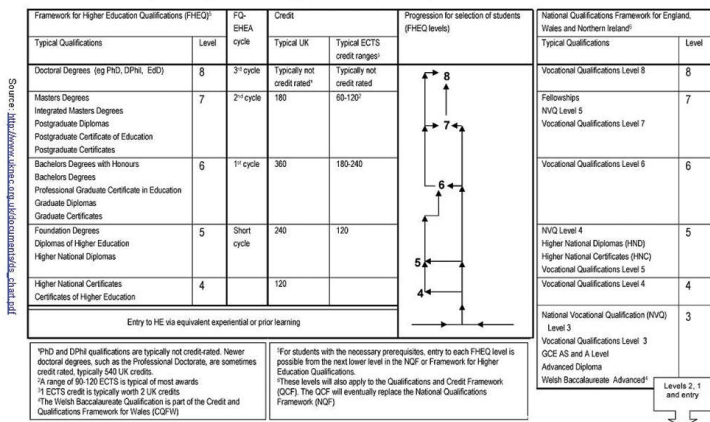
Admission

The most common qualification for entry to higher education is the General Certificate of Education at 'Advanced' (A) level. Other appropriate 'NQF' level 3 qualifications and the kite-marked Access to HE Diploma may also provide entry to HE. Level 3 qualifications in the CQWF, including the Welsh Baccalaureate, also provide entry, as do Scottish Highers, Advanced Highers or qualifications at the same levels of the Scottish Credit and Qualifications Framework. Part-time and mature students may enter HE with these qualifications or alternatives with evidenced equivalent prior formal and/or experiential learning. Institutions will admit students whom they believe to have the potential to complete their programmes successfully.

¹ The UK has a system of devolved government, including for higher education, to Scotland, to Wales and to Northern Ireland. This description is approved by the High Level Policy Forum which includes representatives of the Department for Business, Innovation and Skills, the Welsh Government, the Welsh Assembly, the Higher Education Funding Councils for England, Scotland and Wales, the Quality Assurance Agency (QAA), Universities UK (UUK), Salford and the National Recognition Information Centre for the UK (UK-NARIC).

Source: http://www.ukmec.org.uk/documents/dts_description.pdf

Diagram of higher education qualification levels in England, Wales and Northern Ireland



A document similar to the Diploma Supplement is also available in Australia and New Zealand. The **Australian Higher Education Graduation Statement (AHEGS)** resulted from a pilot that was introduced by the government in 2007, involving a consortium of 14 universities. While not mandatory, all accredited higher education providers are encouraged to provide the AHEGS and may do so upon entering into a license with the Australian government, as the language and logo of the AHEGS are trademarked. Furthermore, educational institutions were invited to apply for grants of \$100,000 to assist in its implementation. At minimum, the first copy would be provided free of charge to all graduates.

The AHEGS has 5 sections:

- I. The student
- II. The qualification
- III. The awarding institution
- IV. The student's academic achievements
- V. Description of the higher education system

It should be noted that the AHEGS was not intended as a replacement for the **testamur**, which refers to the degree certificate in Australia. Rather, it is intended to serve as a supporting document (Australian Government Department of Education, 2013).

The **Tertiary Education Qualification Statement (TEQS)** was introduced in New Zealand in 2009. While not mandatory, it too is promoted and encouraged by the educational authorities as a tool for international recognition. The TEQS has 8 sections, mirroring those of the European Diploma Supplement:

- I. The student
- II. The qualification (name of qualification, awarding institution...)
- III. The level of the qualification (length, entry requirements...)
- IV. Content and results
- V. Function of the qualification
- VI. Additional information
- VII. Certifying information (date, signature, seal...)
- VIII. Description of higher educational system

The New Zealand Qualifications Authority (NZQA) identifies two possible models for the TEQS, with respect to section IV, which covers the content of the program and the results achieved. The TEQS may be produced, in addition to the existing transcript of record, with a reference in section IV for readers to consult the transcript for the subjects studied and results achieved. Alternatively, the TEQS may be produced with section IV encompassing the details normally found on a transcript, creating an all-in-one, stand-alone document, thereby also negating the need for a separate transcript (NZQA, 2009).

Example 19: Australian Higher Education Graduation Statement (AHEGS) (Australia) – 4 pages

This diploma supplement was issued by the University of Queensland for a qualification that was awarded in 2010. Note that Section 5 regarding the national educational system has since been revised, reflecting changes to the system that have taken place.

 THE UNIVERSITY OF QUEENSLAND AUSTRALIA	 Australian Higher Education * Graduation Statement
1. THE GRADUATE	
Family Name: [REDACTED] Given Name(s): [REDACTED] Student Number: [REDACTED]	
2. THE AWARD	
Name of award: Graduate Diploma in Education	
Detail*: This award, taught in English, requires completion of 16 units. A standard annual load at The University of Queensland involves completion of 16 units of study. Entry is available to students who have met the following requirement: • An appropriate Bachelor degree or equivalent qualification from an approved tertiary institution. Additionally tertiary studies must provide the prerequisites for the nominated teaching areas.	
Features*: Students studying Middle Years of Schooling complete 55 days of supervised practicum, 15 days of internship and 5 days of community placement. Students studying Secondary complete 75 days of supervised practicum.	
Pathway to further study: Graduates from the Graduate Diploma in Education may be eligible for entry into Graduate Certificate, Graduate Diploma and Master degree programs.	
Program accreditation*: The program is accredited by the Queensland College of Teachers.	
Further information about the award can be found on The University of Queensland website at www.uq.edu.au/study	
* For year of issue	
3. AWARDING INSTITUTION	
The University of Queensland was established by an Act of the Queensland State Parliament on 10 December, 1909 and is one of Australia's premier learning and research institutions.	
The University is a member of the <i>Universitas 21</i> , and also a member of Australia's Group of Eight, a coalition of leading Australian universities, intensive in research and comprehensive in general and professional education, committed to ensuring that Australia has higher education systems that are world class.	
For additional information, see The University of Queensland website at www.uq.edu.au	
CERTIFICATION	
Date: 13 Dec 2010 Signature: 	
Capacity: Academic Registrar	

4. GRADUATE'S ACADEMIC ACHIEVEMENTS

GRADUATE DIPLOMA IN EDUCATION In the field of Secondary					
Course	Units	Title	Grade	Semester completed	
EDUC6600	2	Teaching and Learning	6	Sem 1 2010	
EDUC6605	2	Teaching and Diversity	6	Sem 2 2010	
EDUC6610	2	Introduction to Professional Practice	P	Sem 1 2010	
EDUC6615	2	Professional Practice	P	Sem 2 2010	
EDUC6710	2	Health and Physical Education: Curriculum Foundations	7	Sem 2 2010	
EDUC6745	2	Study of Society and the Environment: Curriculum Foundations	5	Sem 2 2010	
EDUC6815	2	Health and Physical Education: Specialist Teaching Area	7	Sem 2 2010	
EDUC6885	2	Study of Society: Specialist Teaching Area	6	Sem 2 2010	

The Australian Higher Education Graduation Statement relates to study completed while enrolled in the program named above only. The official academic transcript provides a full record of courses completed at The University of Queensland.

Key to grading:

The University of Queensland uses criterion-referenced assessment as the method to explicitly define the relationships between summative assessment and the i) learning objectives, ii) standards met, iii) performance expectations held of students and iv) award of grades. Marks and grades are awarded by reference to predetermined criteria rather than by reference to the performance of other students in the course. All necessary information about assessment is listed in the course profile (see HUPP 3.20.9). Course profiles are available via www.uq.edu.au/study

A full explanation of the codes awarded by The University of Queensland can be found on the reverse of the official academic transcript.

5. DESCRIPTION OF THE AUSTRALIAN HIGHER EDUCATION SYSTEM

Introduction

The Australian higher education system consists of independent, self-governing public and private universities and higher education institutions that award higher education qualifications. All higher education providers must be listed on the Australian Qualifications Framework Register of Recognised Education Institutions and Authorised Accreditation Authorities in Australia. This register is developed under instructions from Commonwealth, State and Territory Education and Training Ministers (See: <http://www.aqf.edu.au>).

Qualifications

The Australian Qualifications Framework (AQF) is a single national and comprehensive system of qualifications offered by higher education, vocational education and training, and secondary schools. The AQF comprises a set of national qualifications (ie awards), titles and qualification descriptors (See accompanying diagram). The AQF specifies the main criteria for defining qualifications based on the general characteristics of learning outcomes at each qualification level. The main qualifications awarded by higher education institutions are bachelors, masters and doctoral degrees, and graduate certificates and graduate diplomas. Research higher degrees at masters and doctoral level are normally assessed by external examiners. The higher education qualifications descriptors are periodically reviewed against best national and international practice. Guidelines for each qualification title are published in the Australian Qualifications Framework Implementation Handbook (<http://www.aqf.edu.au>).

Admission

Requirements for admission to particular programmes are set by individual universities and colleges that generally provide a range of routes for entry and admit those students considered to have potential to successfully complete programmes of study. Admission of school leavers to undergraduate programmes typically is on the basis of the level of achievement in Year 12 secondary education, although some institutions and programmes also use interviews, portfolios or demonstrated interest or aptitude. Most institutions also provide alternative entry provisions via bridging or foundation programs for mature age students or other special provisions. Admission to postgraduate programmes is generally based on the level of achievement in previous higher education studies; in most cases, admission to PhD programmes is based on high achievement in a research masters degree or in a bachelors degree with first class honours or second class honours division A.

Quality

Australia has an international reputation for high quality education that is built on best practice in accreditation, quality recognition, quality assurance, and student consumer protection. All higher education institutions must be accredited by State and Territory Governments in accordance with strict criteria detailed in the National Protocols for Higher Education Approval Processes. These Protocols are nationally agreed principles that ensure consistent criteria and standards across Australia in such matters as the recognition of new universities, the operation of overseas higher education institutions in Australia, and the accreditation of higher education courses offered by institutions other than universities (See: <http://www.deewr.gov.au/HigherEducation/Pages/default.aspx>).

All institutions receiving Australian Government financial support must meet quality and accountability requirements that are set out in the Higher Education Support Act 2003. The Australian Government also uses a range of tools to measure and monitor the quality of outcomes, while the interests of international students are protected by the Education Service for Overseas Students Act 2000 and its National Code, providing tuition and financial assurance and a consistent approach to institution registration.

Australian Universities are autonomous bodies that are responsible for managing quality through internal accreditation processes and commitment to codes of practice. Universities and other higher education providers are required by legislation to have in place appropriate quality assurance processes. These processes are periodically audited by the Australian Universities Quality Agency (AUQA).

AUQA is Australia's principal national quality agency for higher education. It is an independent body that undertakes quality audits of higher education institutions and accreditation authorities (See: <http://www.auqa.edu.au>). AUQA publicly reports on performance and outcomes, assists in quality enhancement and advises on quality assurance.

Australian Qualifications Framework

Schools Sector Qualifications	Vocational Education and Training Sector Qualifications	Higher Education Sector Qualifications
Senior Secondary Certificate of Education (SSCE)	Vocational Graduate Diploma Vocational Graduate Certificate Advanced Diploma Diploma Certificate IV Certificate III Certificate II Certificate I	Doctoral Degree Masters Degree Graduate Diploma Graduate Certificate Bachelor Degree Associate Degree, Advanced Diploma Diploma

VII. Issuing and Validating Body

Another important step is to establish who the validating and awarding body is, as it may not always be the same as the institution that provides the actual instruction. In a number of instances, a school may be working in conjunction with, or under the supervision of another larger institution. This may be because the teaching institution is affiliated to the examining board that awards the final qualification, or it does not have degree conferral powers on its own, and so the supervising university must validate the studies and issue the records.

We saw this model in Example 1. Although the secondary studies in the UK are completed in a school, they are validated by final, external examinations in the end. For this reason, if the General Certificate of Secondary Education (GCSE) was earned, the school-issued records are insufficient. One should request and require the GCSE that is awarded and issued by the examining body instead. Another common example is the International Baccalaureate (IB), a secondary-school leaving credential that is offered at thousands of international schools across the globe. The individual school provides the instruction. However, the qualification is awarded by the office of the International Baccalaureate.

This does not just occur at the secondary level, or vocational level, alone. This model may be found at the postsecondary level as well. A common example would be records issued by the affiliated college that provides the instruction in India vs. the university that awards the degree.¹² In the large majority of cases, it is the awarding body that should issue the diploma and the transcript or examination results. However, there are also instances where the teaching institution may issue the transcript and the awarding body will issue the final degree certificate or diploma, as seen in the example that follows from Ghana.

12 See Section XI: Country Samples – India to find out more about records issued by the affiliated college vs. the degree-granting university.

Example 20: Higher National Diploma (HND) (Ghana) – 2 pages

In the example below, the studies are taken at Ho Polytechnic, and this institution issues the transcript. However, it is the National Board for Professional and Technical Examinations (NABPTEX) that awards the final qualification. The diploma that follows from NABPTEX also references Ho Polytechnic.



HO POLYTECHNIC
Academic Affairs Office
P. O. Box 217, Ho, Ghana Tel.: (091) 27421/26621



TRANSCRIPT OF ACADEMIC RECORD

THE NAME OF THE POLYTECHNIC IS PRINTED IN SMALL BLUE TYPE A BLACK AND WHITE DOCUMENT IS NOT OFFICIAL

TEL: 03062 26621/27421

STUDENT NAME			REGISTRATION NO.		
PROGRAMME HND Accountancy			ISSUE DATE 27-September-2011		
COURSE CODE	COURSE TITLE	CREDIT POINTS EARNED	GRADE LETTER	NUM. EQUIV.	GRADE POINT (CPE X NE)
First Semester, 2006/2007					
ACT 103	ECONOMICS I	3	B+	4.00	12.00
ACT 101	PRINCIPLES OF FINANCIAL ACCOUNTING I	3	C	2.50	7.50
ACT 106	PRINCIPLES & ELEMENT OF BUSINESS LAW	3	B	3.50	10.50
AFS 100	AFRICAN STUDIES	2	B	3.50	7.00
COS 110	COMMUNICATION SKILLS I	2	D+	2.00	4.00
ACT 109	BUSINESS COMMUNICATION	3	C	2.50	7.50
ACT 110	BUSINESS MATHEMATICS	3	A+	5.00	15.00
GPA: 3.34		19.00	63.50		
Second Semester, 2006/2007					
ACT 102	PRINCIPLES OF FINANCIAL ACCOUNTING II	3	B	3.50	10.50
ACT 104	ECONOMICS II	3	B+	4.00	12.00
ACT 105	MANAGEMENT I	3	B	3.50	10.50
COS 120	COMMUNICATION SKILLS II	2	C+	3.00	6.00
ACT 108	COMPANY AND PARTNERSHIP LAW	3	C	2.50	7.50
ACT 111	QUANTITATIVE METHODS I	3	A+	5.00	15.00
ACT 107	INTRODUCTION TO PUBLIC ADMINISTRATION	3	C+	3.00	9.00
CLT 112	COMPUTER LITERACY I	2	B+	4.00	8.00
GPA: 3.57		22.00	78.50		

PLEASE SEE EXPLANATION OF GRADING SYSTEM ON THE BACK OF THIS PAGE



OFFICIAL SEAL AND SIGNATURE



S. AFENYO DEHLOR
SNR. ASST. REGISTRAR



REGISTRAR

Tuesday, September 27, 2011

Topaz SchoolPro - Powered by SISCO

Page 1

The above results are confidential and must not under any circumstances be passed on to the candidate



2012-2013, 2013-2014

HO POLYTECHNIC

at.....

31st July, 2009

by

SECOND CLASS UPPER DIVISION

Certificate No

Candidate No. _____



At Home

HEAD OF INSTITUTION

Bernard Saint

EXECUTIVE SECRETARY, NABPTEx

Dated the 4th day of May, 2010

Example 21: Studies Validated by the University of Manchester (United Kingdom) – 3 pages

In this example, a program of study was completed at Sotheby's Institute of Art. While it is a recognized higher education provider, it does not have degree-granting powers. Instead, the program is validated by the University of Manchester, which awarded and issued the Master of Arts upon its completion, as shown on the following page.

Sotheby's | INSTITUTE OF ART
LONDON • NEW YORK • ONLINE
YOUR PATHWAY TO A CAREER IN THE INTERNATIONAL ART WORLD

TRANSCRIPT

MA in Art Business 2012 - 2013

Name: ██████████

Course Unit	Credits	Unit Mark
The International Art World	30	64
Ethics and Law in the Art World	30	64
Art Business: Planning, Finance and Investment	30	69
Research Methods for Art Business	15	78
Professional Practice and Appraisal for Art Business	15	80
Dissertation	60	68
Unit Mark	180	69
Classification	180	Merit

The MA in Art Business is worth 180 credits at Masters Level.
The programme is validated by the University of Manchester.

Heidi M. Davis
Registrar, Sotheby's Institute of Art



SOOTHEY'S INSTITUTE OF ART IS A DIVISION OF CAMBRIDGE INFORMATION GROUP AND AN AFFILIATED INSTITUTION OF THE UNIVERSITY OF MANCHESTER



The University of Manchester

By virtue of the powers granted to it by the Charter and Statutes and the authority of the Senate the University has this day awarded the Degree of

MASTER OF ARTS

after a programme of study at Sotheby's Institute of Art London

Art Business

to

[REDACTED]

who has satisfied the Examiners in the Final Examination for the Degree, with Merit.

05 February 2014



S. U. 85

Registrar and Secretary

Note that the University of Manchester will also issue transcripts for affiliated programs completed at Sotheby's Institute of Art and reference it as the institution of instruction. When possible, it is better practice to obtain the transcripts issued by the validating institution, rather than the school of instruction (in addition to the diploma).



School of Arts, Languages and Cultures
The University of Manchester
Oxford Road
Manchester
M13 9PL

tel +44 (0)161 306 1249
www.manchester.ac.uk

Academic Transcript

Student ID :
Surname :
First names :
Birth date :

Academic Programme History

Programme : Art and Business
Mode of Attendance : Full Time
Delivered by : Sotheby's Institute of Art - London
Active in Programme : 21st January 2013
End Date : 10th May 2013
Confer Date : 11th June 2013

Beginning of Undergraduate Record Year 2012/13

Module Code	Module Title	Credit	Grade	FBDQ Level
AB01	Foundations of Art Business	30.00	61	6
AB02	Art Histories	30.00	48	6

11 June 2013

Registrar, Secretary and Chief
Operating Officer

VIII. Official Language of Issue and Translations

When determining whether an academic record is official, it is also crucial that we assess if it is in the official language of issue. While one may use English translations as an aid, they should never be solely relied upon. Oftentimes, translations can be interpretive and misleading. For example, in Latin America, the term **Bachiller** in most instances will refer to the secondary school leaving credential. Similarly, the terms **Baccalauréat** and **Bachelier** in the Francophone world will, in most cases, refer to the high school qualification. However, many English translations have presented these qualifications as “Bachelor,” which can mislead readers into believing that the credential is a university degree in the country of study.

In other cases, translators have attempted to provide helpful translations by inserting their interpretation of what the US grade should be for each subject, rather than simply providing a literal translation of each grade listed. For these reasons, it is important to be able to become document literate and refer to the original language documents and spot-check its contents. One helpful tool is the ***Index of Educational Terms***, an IERF publication that provides glossaries for 10 major languages, focusing on the most commonly found terms in the educational records issued in that language. This resource includes Arabic, Chinese, French, German, Portuguese and Vietnamese, among others.¹³

13 The second edition of the ***Index of Educational Terms*** is being released in 2019 and will include Farsi as well.

The same principle applies to English translations that may be issued by the school or awarding body itself. If the record is designated as a translation, although it is issued by the school, it should not be regarded as an official record of study or primary source record. It should be regarded as a document issued for its intended use – a translation. That said, there are many countries that officially issue educational records in English, in addition to their native language, either in an English only format or in a bilingual one. Such countries include, but are not limited to the following:

Bahrain	Nepal
Bangladesh	Nigeria
Bhutan	Oman
Botswana	Pakistan
Cameroon (Anglophone)	Palestine
Caribbean (Anglophone)	Philippines
Egypt	Qatar
Eritrea	Saudi Arabia
Ethiopia	Sierra Leone
Gambia	Singapore
Ghana	Somalia
Hong Kong	South Korea
India	Sri Lanka
Israel	Sudan
Japan	Swaziland
Jordan	Taiwan
Kenya	Tanzania
Kuwait	Thailand
Lesotho	Turkey
Liberia	Uganda
Malaysia	United Arab Emirates
Malawi	Zambia
Namibia	Zimbabwe

So, when records from these countries are received in English, it is not necessary to require documentation in the native language as well. When otherwise requiring English translations, it is a model practice to request that they be prepared by a professional translation service. These translations, however, do not need to be notarized, for the reasons discussed in Section III.

The *Baccalauréat* is a high-school leaving credential in Morocco. However, an English translation may simply translate the qualification as Bachelor or as Baccalaureate. These two terms, however, refer to a university degree in the US.

[illegible]

Kingdom of Morocco
Ministry of National Education, Professional Training, Higher Education and Scientific Research
Regional Academy of Education and Training
Casablanca – Settat

The Ministry of National Education, Professional Training, Higher Education and Scientific Research certifies, upon deliberations of the jury, that

Born on (date)

In (location)

Enrolled in the Establishment: Dania Private School

Province: Mohammedia

Has been declared as passing the Baccalauréat examinations

Session: June 2017 / Mention: Sufficient

Series: Experimental Sciences

Option: Physical Sciences

Issued on June 20, 2017

Director of the Academy

**Example 23: Bachelor's Degree Certificate Issued in English
(China) – 1 page**

This degree certificate issued in English by Zhejiang University does not bear any official weight in China. For this reason, it would not be regarded as an official record abroad either. One must request the primary source record in Chinese, as shown on the following page.



**Example 24: Bachelor's Degree Certificate Issued in Chinese
(China) – 1 page**

This corresponding degree certificate issued in Chinese by Zhejiang University is the official record of study, recognized as proof of conferral of the degree in China.



English Translation:

Zhejiang University

Bachelor's Degree Certificate

(Name), (gender), was born on (date). S/he completed an undergraduate program of study in Chemistry at our institution and passed. S/he is hereby awarded the degree of Bachelor of Science.

Signature of the President of Zhejiang University

Diploma Number

2016 July 20

(Graduate of Regular Higher Education Undergraduate Studies)

Example 25: Certificate of Studies Issued in English (Mexico) – 1 page

Instituto Tecnológico y de Estudios Superiores de Monterrey (ITESM) (Technological Institute of Higher Studies of Monterrey) has transcripts available in English. However, the first page, shown below, carefully notes that the document is not an official record of study, making it known that it is merely a translation.

Official transcripts are issued only in Spanish.



INSTITUTO TECNOLÓGICO
Y DE ESTUDIOS SUPERIORES
DE MONTERREY

Campus Monterrey

Certificate of studies *

Folio

* Official transcripts are issued only in Spanish.

The Office of the Registrar of the Instituto Tecnológico y de Estudios Superiores de Monterrey certifies that the student named in this document has credited the subjects listed below in the academic periods cited.

This certificate is only valid as an original copy when it bears the raised seals of the Institute. The studies certified by this document are officially valid in the entire country in accordance with the Presidential Decree of July 24, 1952, published in the Diario Oficial de la Federación of September 12, 1952 and Agreement Number 3438 issued by the Ministry of Public Education on February 28, 1974 and published in the Diario Oficial de la Federación on March 1 of the same year. The Tecnológico de Monterrey is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award bachelor's, master's, and doctoral degrees. Contact the Commission on Colleges at 1868 Southern Lane, Decatur, Georgia 30033-4907 or call (1-1) 404-679-4500 for questions about the accreditation of the Tecnológico de Monterrey. Courses are given in eighteen-week semesters, or in six-week periods, or in intensive units. Semesters begin in August and January. Intensive courses begin in June and are given in the same number of hours as in the semesters. In some of the graduate programs, courses are given in twelve-week trimesters, beginning in January, April and September. The grading scale is from 1 to 100. The minimum passing grade is 70.

Name

Date March 1st, 2018

Registration number

This certificate was issued at Monterrey, Nuevo León

(This is the translation and therefore is unsigned)

Registrar

This document certifies studies in B.A. COMMUNICATION AND DIGITAL MEDIA

Name of course	Grade	Name of course	Grade
August - December 2010		Marketing	75
Introduction to Communication and Digital Media Academic Program	70	Advertising and Commercial Photography	78
Communication, Signs, and Signification	94	Ethics, Self and Society	80
Design Fundamentals I	93	Informative Journalism	86
Analysis and Verbal Expression Workshop	95	January - May 2012	
January - May 2011		Quantitative Social Research Methods	70
Management	80	Digital Representation Techniques	85
Foreign Language	78	Literature and New Media Narratives	81
Mathematics for Design I	74	Video Lab	81
Photography and Digital Imaging	98	Communication and Media Studies	85
Audiovisual Language and Narrative	90	Strategic Communication Fundamentals	76
General Psychology I	91	Philosophy and Contemporary Thought	87
June - July 2011		August - December 2012	
Programming Fundamentals	88	Verbal Expression in the Workplace	88
August - December 2011		Scriptwriting	91
Statistics for Research in the Social Sciences	74	Qualitative Research Methods	92
Sociology	82	Media Narrative Design and Production	87
Audio Lab	90	Digital and Interactive Media	98
CONTINUED NEXT COLUMN		Aesthetics	85
		Applied Strategic Communication	
		OVER	

PTO

This is the translation and therefore is unsigned.

www.nagap.org • www.ierf.org | 58

Example 26: Certificate of Studies Issued in Spanish (Mexico) – 1 page

The following document from ITESM is the official record of study, issued in Spanish. Note the differences from the previous example. The first page, shown below, bears the signature of the Registrar as well as the seal of the *Secretaría de Educación Pública* (SEP), the Ministry of Public Education in Mexico.



INSTITUTO TECNOLÓGICO
Y DE ESTUDIOS SUPERIORES
DE MONTERREY

Campus Monterrey

Certificado de estudios

Folio

La Dirección de Servicios Escolares del Instituto Tecnológico y de Estudios Superiores de Monterrey del campus o entidad que se indica, certifica que el alumno cuyo nombre aparece en este documento aprobó, en los periodos escolares indicados, las materias que aparecen a continuación.

Este certificado es válido y original únicamente frente al sello real del Instituto y las firmas del Rector, del Decano o del Director General del Campus y del Director de Servicios Escolares.

Los estudios aprobados por este certificado tienen validez oficial en todo el país, de acuerdo con el Decreto Presidencial del 24 de julio de 1952, publicado en el Diario Oficial de la Federación el 12 de septiembre de 1952 y el Decreto No. 1418 expedido por el Secretario de Educación Pública el 26 de febrero de 1971 y publicado en el Diario Oficial de la Federación el 1 de marzo del mismo año. El Tecnológico de Monterrey está acreditado por la Comisión de Universidades de la Asociación Nacional de Universidades e Instituciones de Educación Superior (CANAUI) y la Comisión de Universidades del Sur de Estados Unidos para otorgar títulos profesionales y grados académicos de maestría y doctorado. Conviene con la Comisión de Universidades en la dirección *Public Southern Lane, Durham, Georgia 30013-4007* o llamar al (770) 286-679-6506, para preguntar sobre la acreditación del Tecnológico de Monterrey. Los cursos de licenciatura son semestres de 18 semanas, o en cursos intensivos con duración de 6 semanas. Los semestres se inician en agosto y en enero. Los cursos intensivos se inician en junio y se inician en un número de horas igual al de los semestres. Algunos programas de licenciatura se inician en periodos especiales de diez semanas de duración. Los semestres comienzan en enero, abril y septiembre. La carga de las licenciaturas es de 1 a 100. La calificación mínima para aprobar un curso es 70.

Nombre del alumno



Fecha 18 de diciembre de 2015

Número de matrícula

Este certificado se expide en Monterrey, Nuevo León

Lic. Alejandra García Garza
Directora de Servicios Escolares

Ing. Víctor Eduardo Gutiérrez Aladro
Rector

Este certificado ampara estudios de LICENCIADO EN COMUNICACIÓN Y MEDIOS DIGITALES (Plan 2010)

Nombre del curso	Calificación	Nombre del curso	Calificación
Agosto - Diciembre 2010		Ética, persona y sociedad	80
Introducción a la carrera de LCMD	70	Géneros periodísticos informativos	86
Comunicación, signos y significación	94	Enero - Mayo 2012	
Fundamentos del diseño I	93	Métodos cuantitativos para la	
Taller de análisis y expresión verbal	95	investigación social	70
Enero - Mayo 2011		Técnicas de representación digital	85
Administración	80	Literatura y narrativa en los nuevos medios	81
Lengua extranjera	78	Laboratorio de video	81
Matemáticas para el diseño I	74	Comunicación y estudios de medios	85
Fotografía e imagen digital	98	Fundamentos de comunicación estratégica	76
Lenguaje y narrativa audiovisual	90	Filosofía y pensamiento contemporáneo	87
Psicología general I	91	Agosto - Diciembre 2011	
Junio - Julio 2011		Expresión verbal en el ámbito profesional	88
Fundamentos de programación	88	Guionismo	91
Agosto - Diciembre 2011		Métodos cualitativos de investigación	92
Estadística para la investigación en ciencias sociales	74	Diseño y producción de narrativas audiovisuales	87
Sociología	82	A LA VUELTA	
Laboratorio de audio	90		
Mercadotecnia	75		
Fotografía publicitaria y comercial	78		
AL FRENTÉ			

Nota: En todos los datos registrar en correspondencia

Página 1 de 2

IX. Provisional Certificates and Attestations

Provisional certificates can carry different meanings, depending on the country of study. It is critical to understand what they represent abroad, in order to determine whether they are acceptable documentation and can serve as proof of the award of the qualification.

In higher education in parts of South Asia, the provisional degree certificate is issued upon completion of a program of study, after all the degree requirements have been met. There is often a gap in time from the moment of completion of the program to the issuance of the final degree certificate, ranging from a few months to a few years. In India, for instance, the final degree certificate is not issued until the convocation ceremony and may not be collected by the student, particularly those living in another state or country. The provisional certificate negates the need for the final diploma, as it bears the same weight in terms of recognition of the degree and eligibility for further education and employment. In these instances, when the provisional degree certificate provides recognition and access, it may be accepted as sufficient proof and evidence of the award of the degree. However, there are several components that are necessary for purposes of recognition: (a) it must be issued by the degree-granting university,¹⁴ (b) it must name the degree earned, (c) it must show the degree classification of the student (first class, second class, third class...), and (d) the date of completion/final examination.

In contrast, although the provisional degree certificate for higher education in Iran indicates completion of the coursework, there may be other outstanding requirements. For example, students may not have yet completed their social service or military service. Or they may not have returned the advanced payment provided by the government in Iran for their social service (Bellin, 2014). Due to these outstanding requirements, the provisional degree certificate is insufficient documentation that the degree has been earned.

In the UK, a statement of provisional results is also regarded as a preliminary record. Upon the conclusion of secondary education, students must take final examinations administered by an external body, and the provisional results are then issued. However, there is a period where students may contest their assessments and, although rare, their marks may change. And, even more rare, it is possible that a final mark for a particular subject worsen. For this reason, when possible, one should refer to the examination certificate and the final results instead.

14 See Section XI: Country Samples – India for more information regarding degree-granting universities and affiliated colleges in India.

Example 27: Provisional Degree Certificate (India) – 1 page

Provisional degree certificates in India are acceptable as proof of the degree, as this documentation gives access to further education and employment. However, they must be issued by the degree-granting university, name the degree, and identify the degree classification of the student, as shown here.

ನಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ
VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELGAUM
KARNATAKA, INDIA

P 14 [redacted]

Provisional Degree Certificate

This is to certify that Mr./Ms. [redacted]

is qualified for the award of the degree of
BACHELOR OF ENGINEERING (Automobile Engineering)
of this University for having passed the prescribed examination
held during July 2015 in First Class
with University Seat No. [redacted]

The degree will be conferred on him / her at the next
convocation or thereafter.

Belgaum
Date : 27 JAN 2016

Registrar (Evaluation)

Example 28: Corresponding Final Degree Certificate (India) – 1 page

While this student completed his/her final year examinations in May 2013, the final degree certificate was not issued until over a year later, in September 2014. There is often a gap in time between completion of the program and the issue of the degree certificate.

ವಿಶ್ವೇಶ್ವರಯ್ಯ ತಾಂತ್ರಿಕ ವಿಶ್ವವಿದ್ಯಾಲಯ, ಬೆಳಗಾವಿ
VISVESVARAYA TECHNOLOGICAL UNIVERSITY, BELAGAVI
KARNATAKA, INDIA



Certifies that

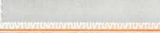
ಬ್ಯಾಚಲರ್ ಆಫ್ ಇಂಜಿನಿಯರಿಂಗ್
ಪದವಿಗೆ ಅಗತ್ಯವಾದ ಅರ್ಹತೆಗಳನ್ನು ಪೂರೈಸಿದ ಪರಿಗಣಿತವಾಗಿರುವ ಕಾರಣ
ಮೇಲೆ ಕಾಣಿಸಿದ ಪದವಿಗೆ ಅವರನ್ನು ಅಂಗೀಕರಿಸಲಾಗಿದೆ.

has been duly admitted to the Degree of
Bachelor of Engineering
in recognition of the fulfilment of requirements
for the said degree



ಪರೀಕ್ಷಾ ಕ್ರಮ ಸಂಖ್ಯೆ
University Seat Number : 
ವಿಷಯ
Subject : *Computer Science & Engineering*
ಶ್ರೇಣಿ
Class : *First Class with Distinction*

D 17  ವಿಶ್ವವಿದ್ಯಾಲಯದ ಮುದ್ರೆಯೊಂದಿಗೆ ಕೊಡಲ್ಪಟ್ಟಿದೆ
Given under the seal of the University

ಬೆಳಗಾವಿ
Belagavi 
ದಿನಾಂಕ
Date : **JAN 09, 2018**  **ಕುಲಪತಿ**
VICE CHANCELLOR

Example 29: Statement of Provisional Results (United Kingdom) – 1 page

These provisional results are for the General Certificate of Secondary Education (GCSE), issued by AQA, the Assessment and Qualifications Alliance, one of the 5 possible awarding bodies in the UK. These results are preliminary, as there is a period where students may contest the marks they received.

Candidate Statement of Provisional Results General Certificate of Secondary Education		 ASSESSMENT AND QUALIFICATIONS AUTHORITY	
June 2009			
Centre DAVISON C E HIGH SCHOOL FOR GIRLS (TECHNOLOGY COLLEGE)			
Candidate [REDACTED]		Sex [REDACTED]	Date of Birth [REDACTED]
Unique Candidate Identifier [REDACTED]		Unique Learner Number [REDACTED]	
Subject Code	Title	Result	
Full Course			
4463	ADDITIONAL SCIENCE	C(c)	
3545H	D&T: RESISTANT MATERIALS TECHNOLOGY	B(b)	
3702H	ENGLISH	C(c)	
3712H	ENGLISH LITERATURE	C(c)	
3651CA	FRENCH	C(c)	
3581	PHYSICAL EDUCATION	A(a)	
4461	SCIENCE	C(c)	
Number of Results 7 (Seven)			
			

This document is **NOT** a Certificate

19/06/09 14:10

Note the statement on the back of the document:

This Candidate Statement of Provisional Results is not a certificate. AQA reserves the right to amend the information given on the Candidate Statement of Provisional Results. A certificate confirming the result(s) will be issued where appropriate in due course.

Example 30: Final, Official Examination Certificate
(United Kingdom) – 1 page

The period for appeals has passed and the marks may no longer be contested. The final results are shown in the document below.



General Certificate of
Secondary Education

This is to certify that in the examination held in JUNE 2016
[REDACTED] date of birth [REDACTED]
achieved the following result at
RODBOROUGH SCHOOL

FULL COURSE (Six (6) Subjects)	
ENGLISH LANGUAGE (601/3160/3)	GRADE B(b)
[English Speaking and Listening GRADE 5(five)]	
ENGLISH LITERATURE (600/9506/4)	GRADE B(b)
PHYSICAL EDUCATION (500/4506/4)	GRADE C(c)
PHYSICS (600/0891/X)	GRADE C(c)
CHEMISTRY (600/0889/1)	GRADE D(d)
BIOLOGY (600/0886/6)	GRADE E(e)

CENTRE No./CANDIDATE No. [REDACTED]




Andrew Hall
Chief Executive Officer
on behalf of AQA Education

Regulated by

Recognised awarding body


Accreditation

Example 31: Statement of Results (United Kingdom) – 1 page

Statements of Results can also be issued. This document is for the General Certificate of Education Advanced Levels, or GCE A Levels, a pre-university qualification in the UK. When the term “provisional” is not used, one may assume that the results shown are final. In fact, the title of the document and the statement at the bottom allude to this very fact.



OCR
RECOGNISING ACHIEVEMENT

General Certificate of Education

******Final Certifying Statement of Results******

This is to certify that the candidate named below was awarded the following grade(s) in the subject(s) shown:

JUNE 2011

CHARMEL HARRISON

Date of Birth: **22 May 1992**

ADVANCED GCE
CLASSICS: CLASSICAL CIVILISATION **C(c)**



Mark Dawe
Chief Executive, OCR



Sara Coldicott
Accountable Officer, OCR

*****THIS DOCUMENT REPRESENTS AN OFFICIAL COPY OF RESULTS ISSUED ON THE ORIGINAL CERTIFICATE*****
(Explanatory notes are printed overleaf)

Candidate Number **0000000000** Statement Number **0000000000**
Issued 9 March 2012

0P406

Attestations, not to be confused with attested copies,¹⁵ are a commonly found record in the Francophone world. In practice, this French term means “certificate,” but is often used in the context of a provisional certificate, as we observed earlier in this section with India. Typically, final degree certificates are only issued once. Additionally, depending on the French-influenced system, it may take some time before the final degree certificate is issued. For this reason, *Attestations* are used as official proof of the degree and may be used for the purposes of employment and further education. In fact, depending on the educational provider, it is not uncommon for the final degree certificate never to be issued in parts of Francophone Africa, particularly as the *Attestation* on its own is sufficient. When receiving the *Attestation*, it is important that it is issued by the correct validating, awarding body and that the language of degree conferral is evident.

Another similar term that one may encounter is the **Temporary Certificate of Graduation**. In Ethiopia, for example, it may be issued upon completion of the program. This document signifies that all the requirements have been met; however, as we have seen in other regions, there may be some time before the final degree certificate is issued. Here, in Ethiopia, the Temporary Certificate of Graduation bears the same value as the final certificate in terms of recognition of the degree (NOKUT, 2013).

In the end, whichever term or document one may be confronted with – the provisional certificate, an *Attestation*, or the temporary certificate of graduation, it is important to do the research and ascertain what type of recognition and access is given to the holder.

15 For more information on attested copies, please see Section III.

Example 32: Final Degree Certificate for the *Licence* (France) – 1 page

The final diploma for the Licentiate represents completion of a 3-year university degree in France. This document is in the national format, with the wreath in the background and the legal text pertaining to the degree.

R É P U B L I Q U E F R A N Ç A I S E

Ministère de l'enseignement supérieur et de la recherche .
UNIVERSITÉ PARIS DESCARTES

LICENCE

Vu le code de l'éducation ;
Vu le décret n° 84-573 du 5 juillet 1984 modifié relatif aux diplômes nationaux de l'enseignement supérieur ;
Vu le décret n° 2002-481 du 8 avril 2002 relatif aux grades et titres universitaires et aux diplômes nationaux ;
Vu l'arrêté du 1er août 2011 relatif aux études universitaires conduisant au grade de licence ;
Vu l'arrêté ministériel du 17 octobre 2014 relatif à l'habilitation de l'UNIVERSITÉ PARIS DESCARTES à délivrer des diplômes nationaux ;
Vu les pièces justificatives produites par : [redacted] , en vue de son inscription à la Licence ;
Vu les procès-verbaux du jury attestant que l'intéressé a satisfait au contrôle des connaissances et des aptitudes prévu par les textes réglementaires ;

Le diplôme de **LICENCE SCIENCES HUMAINES ET SOCIALES**, Mention **SCIENCES SOCIALES**,
mention *assez bien*
est délivré à : [redacted]
au titre de l'année universitaire 2014-2015, et confère le **grade de Licence**,
pour en jouir avec les droits et prérogatives qui y sont attachés.

Fait à Paris, le 12 octobre 2015

Le titulaire
[redacted]
N° [redacted]
/2015201401788

Le Président
F. Daridel
Frédéric DARDEL

Le Recteur d'Académie,
Chancelier des universités
François WEIL

English Translation: Final Degree Certificate for the *Licence*
(France) – 1 page

REPUBLIC OF FRANCE

Ministry of Superior Education and Research
Paris Descartes University
LICENCE

According to the code of education;
According to the decree n° 84-573 of July 5, 1984 modified in relation to national diplomas of superior education;
According to the decree n° 2002-481 of April 2, 2002 modified in relation to university degree and titles and to national diplomas;
According to the arrear of August 1, 2001 in relation to university studies leading to the license degree;
According to the ministerial decree of October 17, 2014 in relation to the habilitation of PARIS DESCARTES UNIVERSITY to issue national diplomas;
According to the supporting documents produced by _____, regarding his inscription to the Licence
According to the the verbatim records of the jury attesting that the person concerned satisfied the knowledge and skill tests provided by the regulated texts

The diploma of LICENCE OF HUMAN AND SOCIAL SCIENCES, Mention SOCIAL SCIENCES,
with *Assez Bien Honors*
is delivered to Mr. _____
For the 2014-2015 academic year and confers de Licence degree,
To enjoy it with the rights and prerogatives attached to it

Fait à Paris, le 12 octobre 2015

Le titulaire

Le Président

Frédéric DARDEL

*Le Recteur d'Académie,
Chancelier des universités*

François WEILL

N° _____
/2015201401788

Example 33: *Attestation* for the *Licence* (France) – 1 page

In contrast with the previous document, the *Attestation* is a certification that does not bear any of the usual legal text. Nevertheless, it serves as a confirmation of the degree and may be used in place of the final degree certificate. (Also note that most *Attestations* in France are plain and do not bear embedded security features, like the one below.)

UNIVERSITÉ DE ROUEN

ATTESTATION DE REUSSITE AU DIPLOME

Le Secrétaire Général de l'Université de ROUEN atteste que

la Licence DE SCIENCES DU LANGAGE
Mention FRANCAIS LANGUE ETRANGERE
a été décernée à

au titre de l'année universitaire 2003/2004 avec la mention Bien



N° INE _____



Fait à Mont Saint Aignan, le 6 juillet 2004
Pour le Secrétaire Général et par délégation,
Le Responsable Administratif


N° FULT _____

Avis très important : il ne peut être établi qu'un exemplaire de la présente attestation. Il ne sera pas établi de duplicata.

English Translation:

University of Rouen
Certificate of Success for the Diploma
The General Secretary of the University of Rouen attests that
the Licentiate in Language Sciences
with a major in French as a Foreign Language
has been conferred upon
(student's name)
born on (date) in (location)
during the 2003/04 academic year with the mention of Good.

Established in Mont St. Aignan, on July 6, 2004
for the General Secretary and by delegation
[signature]

Example 34: *Attestation* for Studies Leading to the *Licence* (France) – 1 page

While this document is also an *Attestation*, it does not bear the same language as the previous example "*Attestation de Réussite au Diplôme*." While this example certifies the studies, it does not confirm the award of the degree and should not be mistaken as such.

UNIVERSITÉ PARIS DIDEROT - PARIS 7

ATTESTATION DE REUSSITE

Le Directeur de l'U.F.R. d' E.I.L.A. atteste que

[REDACTED]
à [REDACTED]

a été déclarée admise au niveau
LICENCE ANGLAISESPAGNOL 3A
au titre de l'année universitaire 2009/2010 avec la mention Assez Bien
et a acquis 180 crédits européens

Fait à Paris, le 4 novembre 2010. *BM* PARIS 7
Unité de Formation et de Recherche
Etudes Interdisciplinaires en Langues Appliquées
Scolarité LEA

N° étudiant : [REDACTED] Jean-Michel BENAYOUN

Avis important: Il ne peut être délivré qu'un seul exemplaire de cette attestation. Aucun duplicata ne sera fourni.

English Translation:

*University of Paris Diderot – Paris VII
Certificate of Success
The Director of the UFR of EILA attests that
(student's name)
born on (date) in (location)
has been declared admitted to the level of
the Licentiate in English Spanish 3A
during the 2009/10 academic year with the mention of Fairly Good
and has acquired 180 ECTS credits.*

*Established in Paris on November 4, 2010
[signature]*

X. Digital Records and Online Verification

With advancements in technology, it is no surprise that **digital student records** are on the rise. This broad term can be found to describe a multitude of scenarios. For example, digital records may be issued directly by the school, by a designated third party, or through a centralized depository. They may be electronic in format or they may be printed on paper with features that specifically enable online verification (e.g., QR code). The variations have often caused confusion in terms of policy setting on what is official and what is permissible. As the landscape is new, it is not always clear who the trusted custodians are and there are no established quality assurance standards. In response to this, The Association of International Credential Evaluation Professionals, or TAICEP, has formed a task force to explore some of these issues and provide guidance. To this end, a number of documents from the Digital Student Data Task Force are forthcoming.¹⁶

Most commonly, digital records refer to educational records that are issued electronically, rather than in hard copy form, to the recipient (e.g., employer, new school...). For example, in the US, an external provider may be used by the university for this purpose, such as the National Student Clearinghouse or Parchment. Typically, an email is sent to the recipient with a link to download the transcript in the form of a PDF, often with an expiry date for retrieval.

Of course, there are also institutions that issue their own digital records directly. In one model, through an arrangement of the two schools or entities involved, the student's data may be transmitted directly into the recipient's database. In the US, a platform known as SPEEDE, or the Standardization of Postsecondary Education Electronic Data Exchange, helps facilitate this process, so that an image of the credential is never seen, whether in paper form or as a scan. It is purely transmitted as data. Such a process also exists for students in the Netherlands through a centralized system known as *Studielink* (de Leeuw et al, 2014).

Educational institutions may also decide to establish their own secure portal that enables access to student records or data. The International Baccalaureate (IB), for instance, established IBIS, the International Baccalaureate Information System. Schools may register and create an account with IBIS. Students applying to these schools may request the office to send their IB results virtually. An email is subsequently sent to the school to check its IBIS account.

There are also a number of institutions worldwide that are piloting the issuance of virtual credentials through the use of blockchain technology. For example, through an app on their smartphones, students at the Massachusetts Institute of Technology (MIT) are able to share their tamper-proof credentials with employers, schools and anyone they choose (Chakroun and Keevy, 2018). The idea behind blockchain is that there is a digital ledger, or global database, on which transactions can be recorded. Each transaction or block is encrypted and added to the existing series of blocks on the chain. Since a transaction/record cannot be altered afterwards without affecting all the other blocks on the chain, the system is regarded as secure.¹⁷ Other educational institutions are also using or exploring the blockchain model, such as those located in Australia, the

16 Another organization that serves as a helpful resource is the Groningen Declaration Network, as it promotes the portability and integrity of digital student data globally (www.groningendeclaration.org).

17 However, there are concerns regarding the power requirements for blockchain (Chakroun and Keevy, 2018) and the shift of ownership from the awarding institution to the student.

Bahamas, Cyprus, France, Greece, India, Italy, Malta, and the United Arab Emirates.

In other instances, schools and employers may receive educational records in hard copy form. However, they are able to verify them online. At times, it may be as simple as educational institutions posting an online list or registry of their graduates, enabling the corroboration of the award of a qualification. Some registries are organized by year and degree, while others may only report current graduates. The websites of many universities in Iraq are one such example.

It is also helpful to note that, in many countries, professional licenses can also be verified online. Having this option is advantageous, as these licenses are contingent upon the receipt of a specific entry-level qualification in that particular field. For example, in the Philippines, the license may be verified for all fields of practice that require licensure on the website of the Professional Regulation Commission (PRC) (www.prc.gov.ph). If the Registered Nurse qualification is confirmed, it is an indication that the Bachelor of Science of Nursing was successfully earned by the candidate in question. In these cases, it is often beneficial to request a copy of the license from the applicant for purposes of corroboration and authentication. The online posting of registries of graduates or verification of professional licenses, admittedly, do not fall in the category of digital records.

Digital records may also have a secondary meaning, referring to paper documents that are issued with the intention of enabling immediate online verification. This is most typically initiated through a QR code and/or a portal where certain student details must be entered to enable authentication. One example is the West African Senior School Certificate (WASSC), which represents the completion of secondary education in West Africa, namely Ghana, Liberia, Nigeria, Sierra Leone and The Gambia. Through the use of scratch cards that provide pin and serial numbers, online verification is possible. In China, the Ministry of Education has established services that assist with the verification of completed studies. Depending on the level and type of study, verification reports are issued by the China Academic Degrees and Graduate Education Development Center (CDGDC) or by the China Higher Education Student Information and Career Center (CHESSIC). As of July 1, 2018, CDGDC verification reports are only available electronically.¹⁸

At the end of 2016, the government of India also established the creation of the National Academic Depository (NAD) to serve as a digital registry of educational records, both for secondary and higher education. To assist with the archival, retrieval, and verification of these documents, two providers were appointed: NSDL and CDSL, or National Securities Depository Limited and Central Depository Services Limited. Regardless of whom the state board or university enters into an arrangement with, students, employers, and schools can go to either entity for access and/or verification, once an account has been established. At present, the records of over 445,527 students have been placed in NAD. However, there are over 34 million higher education students in India, indicating there is still much archiving to cover.

Depending on the portal, whether it is hosted by an examining board, school, or professional/ministerial body, it is important to note that the format of verification results can vary. For example,

18 For an example of a CDGDC verification report, please see Section XI: Country Samples – China.

after the required fields are entered regarding the student (e.g., name, examination date, etc.), the credential alone may be confirmed, or the individual subject results may also be populated on one's computer monitor. And, in some instances, the entire academic record may be duplicated. Regardless, the use of an educational verification portal normally assumes that a copy of the student record has already been obtained by the user (physical or electronic) and consent is understood by the holder of the credential. In these instances, further authorization from the student is not required. Additionally, depending on the entity, verification services may be free or there could be a charge. TAICEP maintains a database that includes information on verification portals and contacts, managed by the Resources for Members Committee. Access is available to TAICEP members only (www.taicep.org).

In most instances, institutions that make digital records available to students will issue traditional hard copies as well. If the external provider/portal is not recognizable, the student's educational institution should be contacted for confirmation that it is legitimate. There is no doubt that digital records and opportunities for online verification will continue to grow. They will also negate the need for original academic records to be submitted by students, helping to streamline admissions and employment processing.

Example 35: Transcript Issued through My eQuals (New Zealand) – 1 page

My eQuals is the digital platform used by all 47 public universities across Australia and New Zealand to issue their students' credentials electronically. (This arrangement is being implemented in stages between 2017 and 2020.) In this example, an email was sent by My eQuals, with a link to their portal, where the transcript can be viewed and downloaded.

8/22/2018

My eQuals





**THE UNIVERSITY OF
AUCKLAND**
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND

Official Transcript issued by The University of Auckland to



 **Available** Expires: N/A

 **DOWNLOAD**





**THE UNIVERSITY OF
AUCKLAND**
Te Whare Wānanga o Tāmaki Makaurau
NEW ZEALAND

TRANSCRIPT OF ACADEMIC RECORD
The University of Auckland www.auckland.ac.nz

I hereby certify that this is a true
copy of the student's Academic Record.



The Director
Academic Services

Name:
Student ID:
Entrance Qualification:



2006 Special Admission

Academic Programme History

Programme:
27/02/2006
22/10/2015

New Start Arts
Specialisation in Arts
Active in Programme
Discontinued

Beginning of New Start Record

Programme	Course	Description	Attempted	Earned	Grade
2006 Semester One (27 February 2006 - 24 June 2006)					
NSART	NSARTS	10 New Start Arts	0.00	0.00	Enrolled

End of New Start Record

<https://www.myequals.net/#!/sharelink/3656ebc9-7d09-4bf1-9abd-4c2ea4664dcf/b732213-69c0-4a8d-8204-25ce053b63f7>

1/2

Example 36: Degree Certificate with a QR Code (India) – 1 page

The Indian Institute of Technology Indore issues its degree certificates with a QR code. Upon scanning, it verifies the holder and the award of the degree from a secure site of the school.



भारतीय प्रौद्योगिकी संस्थान इन्दौर

अभिषद की अनुशंसा पर

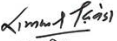
संगणक विज्ञान एवं अभियांत्रिकी में प्रौद्योगिकी स्नातक के साथ
मानविकी एवं सामाजिक विज्ञान में अल्प विशेषज्ञता की उपाधि

को, जिन्होंने इस उपाधि हेतु निर्धारित आवश्यकताओं को सफलतापूर्वक पूर्ण किया है।
भारतीय गणराज्य के अंतर्गत इन्दौर में, चार नवम्बर दो हजार सत्रह को, संस्थान की मुद्रांकित यह उपाधि दी गई है।

Indian Institute of Technology Indore
Upon the recommendation of the Senate hereby confers the degree of
Bachelor of Technology in Computer Science and Engineering with
Minor Specialisation in Humanities and Social Sciences on

GAJAN KUMAR

who has successfully completed all the prescribed requirements for the award of this degree. Given under the seal of the Institute at Indore in the Republic of India on the Fourth November, Two Thousand and Seventeen.



कुलसचिव
Registrar



अध्यक्ष, अभिषद
Chairman, Senate



अध्यक्ष, अनिशारक परिषद
Chairman, Board of Governors

Reg.No.:

academic.iiti.ac.in



Indian Institute of Technology Indore
Academics

Roll No.	
Name	
Department	Computer Science & Engineering
Year of Admission	2013
Program	B.Tech.

Example 37: Transcript with a QR Code (China) – 1 page

Zhejiang University issues its transcripts with a QR code. Unlike the previous example, upon scanning, it provides a reproduction of the actual academic record from a secure site of the school.



浙江大學
ZHEJIANG UNIVERSITY

自助打印專用紙

Transcript for Master Degree Graduate Student of Zhejiang University
Graduate School

Student ID:	Name:	Sex: Female		
College/Dept: College of Software Technology	Specialty: Software Engineering	Years of Program: 2.0		
Credits Required for Graduation/Credits Obtained: 24.0/29.0	Whether the course credits have been completed: No			
Date of Entrance: September 2015	Graduation Date:			
Degree Certificate No.:	Diploma Certificate No.:			
Degree Type:	Degree Granted:			
Period of Time	Name of Course	Credit	Score	Course Nature
2015.Spring	Dialectics of Nature	1.0	68	General
2015.Spring	English Test for Graduate Students	1.0	60	General
2015.Spring	English Communication for Graduate Students	1.0	75	General
2015.Spring	Research in the Theory and Practice of Socialism with Chinese Characteristics	2.0	80	General
2015.Spring	Product innovation and business model	2.0	91	Optional
2015.Spring	Cultural Construction	2.0	89	Optional
2015.Autumn	Interaction Design	2.0	88	Compulsory
2015.Autumn	Design Engineering	2.0	86	Optional
2015.Winter	Integration and creative design	3.0	87	Compulsory
2015.Winter	Product Design Project Management	2.0	92	Compulsory
2015.Winter	Service Design	2.0	85	Optional
2015.Spring-Summer	Product Design and Practice Information	3.0	86	Optional
2015.Spring-Summer	Project Training	3.0	90	Optional
2015.Autumn-Winter	The System Analysis and Design of Product	3.0	90	Compulsory
End				
Thesis Topic:				

1. Three grade systems are used simultaneously in Zhejiang University Graduate School, specifically as follows:
(1) The Percentage System: Above 80 is Pass (Pass), 100 is Full Mark; (2) Two-Degree Grade System: Pass (P), or Fail (F); (3) Five degree grading Excellent (A), Good (B), Fair (C), Poor (D), or Fail (F); (4) Four degree grading Excellent (A), Good (B), Fair (C), or Fail (F).
2. "" denotes retake course
3. From Sept. 15th, 1998, Zhejiang University and Zhejiang Medical University merge into Zhejiang University.

VERIFICATION



浙江大學
ZHEJIANG UNIVERSITY

Transcript for Master Degree Graduate Student of Zhejiang University
Graduate School

Student ID:	Name:	Sex: Female		
College/Dept: College of Software Technology	Specialty: Software Engineering	Years of Program: 2.0		
Credits Required for Graduation/Credits Obtained: 24.0/29.0	Whether the course credits have been completed: No			
Date of Entrance: September 2015	Graduation Date:			
Degree Certificate No.:	Diploma Certificate No.:			
Degree Type:	Degree Granted:			
Period of Time	Name of Course	Credit	Score	Course Nature
2015.Spring	Dialectics of Nature	1.0	68	General
2015.Spring	English Test for Graduate Students	1.0	60	General
2015.Spring	English Communication for Graduate Students	1.0	75	General
2015.Spring	Research in the Theory and Practice of Socialism with Chinese Characteristics	2.0	80	General
2015.Spring	Product innovation and business model	2.0	91	Optional
2015.Spring	Cultural Construction	2.0	89	Optional
2015.Autumn	Interaction Design	2.0	88	Compulsory
2015.Autumn	Design Engineering	2.0	86	Optional
2015.Winter	Integration and creative design	3.0	87	Compulsory
2015.Winter	Product Design Project Management	2.0	92	Compulsory
2015.Winter	Service Design	2.0	85	Optional
2015.Spring-Summer	Product Design and Practice Information	3.0	86	Optional
2015.Spring-Summer	Project Training	3.0	90	Optional
2015.Autumn-Winter	The System Analysis and Design of Product	3.0	90	Compulsory
End				
Thesis Topic:				

浙江大學研究生院
School of Zhejiang University
2016/09/23
研究生院
证明专用章

The WASSC represents the completion of secondary education in West Africa, namely Ghana, Liberia, Nigeria, Sierra Leone and The Gambia. This credential can be verified online through the use of a scratch card that is provided by the student. (see following page)

81 | www.nagap.org • www.ierf.org



The West African Examinations Council

How to use this card:

Scratch off the covered area to obtain your secret PIN (A 12 digit number).

Internet Access

- 1-Visit the WAECDIRECT website: www.waecdirect.org
- 2-Fill in the required information on the Home page including your PIN
- 3-Click Submit

Telephone/Interactive Voice Response (IVR) Access

- 1-Dial any one of these telephone lines (01)3425200-3
- 2-Wait for response and follow the voice prompts.

Short Messaging Service (SMS) Access

- 1-Send a text message to shortcode: 32327 using the format
WAEC*Exam Number*Card PIN*Exam-Year
Example: WAEC*4201001001*123456789012*2007
- 2-Wait for return text message (containing the result)

Serial Number:

PIN:

Please do not accept this card if the strip has been scratched off.
The card allows 5 uses on one Examination number

Powered by: Fleet Technologies Ltd

← → 🔍 Secure | <https://www.waecdirect.org>

Apps IERF Intranet Login

THE WEST AFRICAN EXAMINATIONS COUNCIL
 ...official website

Click here to visit our corporate website | [FAQ](#) | [Result Checker](#) [Tokens Merchants/Outlets](#) | [Alternative Channels](#) |

Home

Examination Number

Examination Year: 2018 ▾

Examination: PRIVATE CANDIDATE RESULTS ▾

Card Serial Number

PIN

[Submit](#)

Have you had any problem checking your result earlier?
Send an email to:
(Jomo, Support)
Tel: 01-9049320

1. Enter your 10-digit WAEC Examination Number.
(This is your 7-Digit centre number followed by your 3-digit candidate number eg. 4123456789)
2. Enter the 4 digits of your Examination Year eg. 2002
3. Select the Type of Examination
4. Enter the Card Serial Number found on the reverse side of your Scratch card.
5. Enter the Personal Identification Number (PIN) on your Scratch card
6. Click Submit and wait for the results window to come up

FOR A LIST OF SCRATCH CARDS MEGA DEALERS'S OUTLETS, [CLICK HERE](#).

NOTICE: WASSEE FOR SCHOOL CANDIDATES 2018 RESULTS NOW AVAILABLE. THANK YOU

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Results

Candidate Information

Examination Number	
Candidate Name	
Examination	
Centre	NOT AVAILABLE

Subject Grades

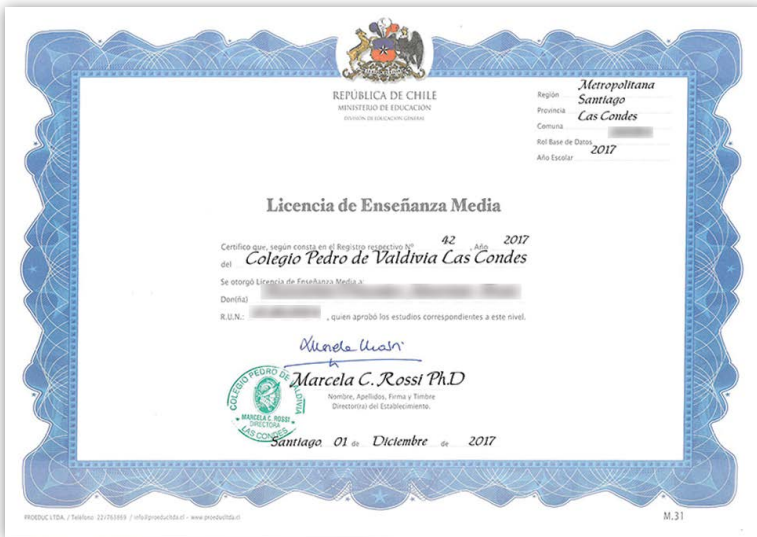
ENGLISH LANGUAGE	6
YORUBA LANGUAGE	3
GEOGRAPHY	4
ECONOMICS	8
MATHEMATICS	6
PHYSICS	7
CHEMISTRY	4
BIOLOGY	3
FOODS & NUTRITION	4

Click Here to Print

[Close Window](#)

Example 39: *Licencia de Enseñanza Media* (Chile) – 1 page

This document represents the traditional *Licencia de Enseñanza Media* (Diploma of Secondary Education) that is issued.



English Translation:

Republic of Chile
Ministry of Education
General Education Division

Metropolitan Region
Santiago Province
Las Condes District
National Database #
2017 School Year

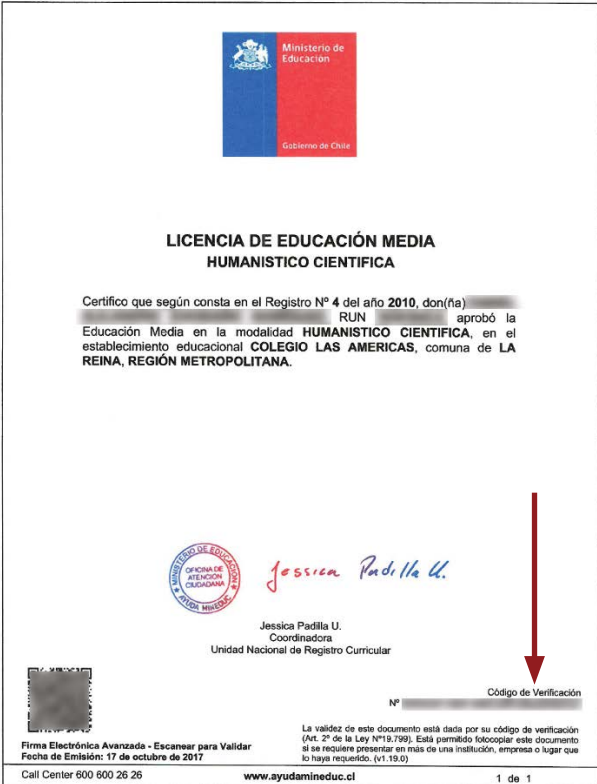
Diploma of Secondary Education

*I hereby certify that, according to the respective Registry No. 42 of the year 2017,
The Pedro de Valdivia Las Condes School
awarded the Diploma of Secondary Education
to (student's name)
ID No.
who passed the studies corresponding to this level.*

*[signature]
Principal
Santiago, December 1, 2017*

Example 40: Digital Record/Verification of the *Licencia de Enseñanza Media* (Chile) – 3 pages

This digital record allows users to verify the credential on a designated website of the Ministry of Education. Authentication is possible through scanning the QR code or entering the code provided at the bottom of the document.



The image shows a digital record document from the Ministry of Education of Chile. At the top, there is a logo of the Ministry of Education and the Government of Chile. Below this, the title "LICENCIA DE EDUCACIÓN MEDIA HUMANISTICO CIENTIFICA" is displayed. The main body of the document contains a certification statement: "Certifico que según consta en el Registro N° 4 del año 2010, don(ña) [redacted] RUN [redacted] aprobó la Educación Media en la modalidad HUMANISTICO CIENTIFICA, en el establecimiento educacional COLEGIO LAS AMERICAS, comuna de LA REINA, REGIÓN METROPOLITANA." Below the text, there is a red circular stamp of the "OFICINA DE ATENCIÓN CIUDADANA" and a handwritten signature "Jessica Padilla U.". Under the signature, the name "Jessica Padilla U." and the title "Coordinadora Unidad Nacional de Registro Curricular" are printed. To the left of the signature, there is a QR code. To the right, there is a red arrow pointing down to a "Código de Verificación" field, which contains the number "N° [redacted]". At the bottom, there is a footer with the text "Firma Electrónica Avanzada - Escanear para Validar", "Fecha de Emisión: 17 de octubre de 2017", "Call Center 800 600 26 26", "www.ayudameduc.cl", and "1 de 1".

Ministerio de Educación
Gobierno de Chile

**LICENCIA DE EDUCACIÓN MEDIA
HUMANISTICO CIENTIFICA**

Certifico que según consta en el Registro N° 4 del año 2010, don(ña) [redacted] RUN [redacted] aprobó la Educación Media en la modalidad HUMANISTICO CIENTIFICA, en el establecimiento educacional COLEGIO LAS AMERICAS, comuna de LA REINA, REGIÓN METROPOLITANA.

 *Jessica Padilla U.*

Jessica Padilla U.
Coordinadora
Unidad Nacional de Registro Curricular

N° [redacted] Código de Verificación

La validez de este documento está dada por su código de verificación (Art. 2° de la Ley N°18.799). Está permitido fotocopiar este documento si se requiere presentar en más de una institución, empresa o lugar que lo haya requerido. (v1.19.0)

Firma Electrónica Avanzada - Escanear para Validar
Fecha de Emisión: 17 de octubre de 2017

Call Center 800 600 26 26 www.ayudameduc.cl 1 de 1

English Translation:

Diploma of Secondary Education

I certify that, according to Registry No. 4 of the year 2010, (student's name), citizen number (number), passed his secondary education with a humanistic scientific focus, in the educational establishment Las Americas School, located in La Reina, Metropolitan Region.

*[signature]
Coordinator
National Unit of Curricular Registration*

Users go directly to <http://certificados.mineduc.cl/certificados-web/mvc/validar/ingresarCodigo>. A separate verification code is entered for each document (e.g., diploma, transcript). If the record is authentic, a confirmation is given, along with the ability to have each document reproduced. The code only lasts 90 days. Afterwards, students must contact the Ministry to have a new digital record issued, with a new code.

The screenshot shows the 'Ayudamineduc - Portal de Certificados en Línea' website. At the top left is the logo of the Ministerio de Educación, Gobierno de Chile. The main header is 'Ayudamineduc - Portal de Certificados en Línea'. Below the header, a breadcrumb trail reads: 'Ud. está en: > Portal de Certificados en Línea > Inicio > Validar Certificado'. The main content area is titled 'Validación de Certificados' and includes the instruction: 'Para validar un Certificado, ingresa el código de verificación y haz click en "Validar".' Below this is a text input field labeled 'Código de Verificación :' and a blue button with a checkmark and the text 'Validar'. A section titled '¿Dónde encuentro el Código de Verificación?' explains that the code is found in the bottom right of the document or in the electronic delivery email. It provides two examples: 'En el certificado:' showing a sample diploma with a QR code and a red box highlighting the verification code, and 'En el correo de entrega:' showing a sample email. At the bottom of the page is a blue button with a left arrow and the text 'Volver al Inicio'.

Ministerio de Educación
Gobierno de Chile

Ayudamineduc - Portal de Certificados en Línea

Ud, está en: > Portal de Certificados en Línea > Inicio > Validar Certificado > Resultado de la Validación

Validación de Certificado

El Ministerio de Educación confirma que con fecha July 7, 2018 a las 5:19:30 PM, se ha emitido a través del portal web de certificados de AyudaMineduc, el certificado **Licencia de Enseñanza Media** del año nominal "2014" al ciudadano RUN XXX.

Obtener una nueva copia con los datos más recientes: [icon]

[Volver a Validar](#)

Ministerio de Educación • Teléfono +56 2 24000000 • Dirección Av. Libertador Bernardo O'Higgins 1371
XHTML 1.0 | CSS 3.0 | Versión 1.23.1

English Translation:

Validation of Certificate

The Ministry of Education confirms that, on July 7, 2018, at 5.19pm, the Diploma of Secondary Education of the year 2014 was issued through the web portal of the Ministry to RUN citizen no XXX.

Obtain a new copy with the most recent data.

[Note: The RUN (Rol Único Nacional) is a unique national number issued by the Identification and Civil Registration Service in Chile.]

XI. Country Samples: China, India, Iran and Mexico

This section covers the most common types of academic records one will find at the secondary and postsecondary levels from four countries – China, India, Iran and Mexico. This document collection highlights the native terminology used in each country for educational documentation and demonstrates the variety of records that exist from region to region, whether official or unofficial. Opportunities for verification are also highlighted for documents from China and Mexico.

China

- Official Academic Records
 - » 成绩单 (Transcripts)
 - » 毕业证书 (Graduation Certificates)
 - » 学位证书 (Degree Certificates)
- Official Language of Record
 - » Graduation and Degree Certificates are issued in Chinese.
 - » Transcripts may be found in Chinese or in a bilingual format.
 - » Transcripts issued in English on school paper are acceptable.
- Unofficial Records
 - » Transcripts issued in English on plain paper
 - » 公证书 (Notarial booklets/certificates)

Example 41: High School Transcript (China) – 1 page

While there is no standardized format for high school transcripts, the bilingual example below is a common pattern found in China, showing all 3 years of study.

上海市松江区民办茸一中学

Student Transcript
学生成绩单

Name: 姓名: Sex: Female 性别: 女 Date of Birth: 出生年月:
School: Rongyi Middle School of Songjiang Shanghai City
学校: 上海市松江区民办茸一中学

Term 学期	Grade 年级	高一年级 Grade 10				高二年级 Grade 11				高三年级 Grade 12			
		First term 第一学期		Second Term 第二学期		First Term 第一学期		Second Term 第二学期		First Term 第一学期		Second Term 第二学期	
Course 课程	Grade 年级												
Chinese 语文		86	A	87	A	86	A	86	A	86	A	85	A
Mathematic 数学		88	A	85	A	87	A	85	A	85	A	86	A
English 英语		86	A	89	A	86	A	89	A	88	A	86	A
Politics 政治		85	A	86	A								
Physics 物理		83	B	85	A	88	A	86	A	84	B	85	A
Biology 生物		85	A	86	A	89	A	88	A	85	A	89	A
Chemistry 化学		90	A	87	A	87	A	86	A	85	A	88	A
History 历史		88	A	90	A								
Geography 地理		90	A	91	A								
Computer 微机		87	A	85	A	87	A	85	A	86	A	86	A
Sports 体育		89	A	87	A	90	A	86	A	86	A	85	A
Music 音乐		85	A	85	A	87	A	90	A	86	A	87	A
Painting 美术		86	A	85	A	85	A	87	A	87	A	86	A

The full mark of each subject is a hundred.
所有科目的满分为 100 分。
The score were converted to A、B、C、D, according to the following list.
A: 85-100 B: 75-84 C: 65-74 D: under 65
分数通过如下标准转换为等级 A、B、C、D
A: 85-100 B: 75-84 C: 65-74 D: under 65
School: Rongyi Middle School of Songjiang Shanghai City
学校: 上海市松江区民办茸一中学

Example 42: High School Graduation Certificate (China) – 2 pages

Diplomas in China are always issued in booklet form. The image below is the outside cover.



English Translation:

Shanghai City Senior Secondary School

Graduation Certificate

The high school diploma shown below is found on the inside of the booklet. The diploma format in China varies by province/municipality. This example is from the Shanghai municipality. Some provinces, like Henan, also have portals where the high school diploma can be verified online in Chinese.



English Translation:

Senior Secondary Graduation Certificate

Diploma No:

Student ID:

Student -----, gender -----, born on -----, studied in our high school program from September 2003 to June 2006, and satisfactorily completed all the required courses. The diploma is hereby granted.

Rongyi Secondary School of Songjiang, Shanghai City

Principal

July 2006

Example 43: Unofficial University Transcript (China) – 1 page

There is no standardized format for university transcripts in China. It is advised that transcripts issued in Chinese be required. It is not uncommon for students to prepare English versions of their transcripts to present to their school for certification with the institutional seal. However, verification of the contents by the school does not always take place before the application of the institutional seal. Transcripts in English are therefore regarded as unreliable (Feagles, 1992). See also Examples 44 and 45 for comparison.

Sanya University									
STUDENTS' ACADEMIC RECORD OF SANYA UNIVERSITY									
School/Dep: College of Finance and Economics					Class: Accounting 1003				
Name: _____		Sex: Female		Student No.: _____					
Semester	Course	Score	Credit	Semester	Course	Score	Credit		
10-11 1st semester	Advanced Mathematics-3 Part One	69	6	11-12 2nd semester	Statistics	82	3		
10-11 1st semester	College English-I	74	6	11-12 2nd semester	Finance	84	2		
10-11 1st semester	Physical Education-I	78	1	11-12 2nd semester	Money and Banking	B	2		
10-11 1st semester	Basis of Computer Science	87	3	11-12 2nd semester	Philosophy	A	1		
10-11 1st semester	Moral Education and Introduction to Law	89	2	12-13 1st semester	Tax Law	64	3		
10-11 1st semester	Policy and Political Situation Analysis-I	A	1	12-13 1st semester	Management Accounting	68	3		
10-11 1st semester	Policy and Political Situation Analysis-2	A	1	12-13 1st semester	Financial Management	69	4		
10-11 1st semester	Applied Chinese Essay Writing	A	5	12-13 1st semester	Tax accounting	87	2		
10-11 2nd semester	Micro Economics	65	3	12-13 1st semester	Specialized English	A	2		
10-11 2nd semester	Advanced Mathematics-3 Part Two	68	5	12-13 1st semester	Electronic Business	A	2		
10-11 2nd semester	VFP Language and Programming	72	6	12-13 1st semester	Marketing	A	2		
10-11 2nd semester	College English-2	76	4	12-13 1st semester	Financial Accounting 2	92	3		
10-11 2nd semester	Brief Introduction of Chinese History	86	2	12-13 2nd semester	Advanced Financial Accounting	75	4		
10-11 2nd semester	Basic Principles of Marxism	88	2	12-13 2nd semester	Assets Appraisal	B	2		
10-11 2nd semester	VFP Course Design	D	1	12-13 2nd semester	Cost Accounting	86	3		
10-11 3rd semester	The Ideology of Mao, Deng, San	D	2	12-13 2nd semester	Financial Enterprise Accounting	A	2		
10-11 3rd semester	Cognition Practice of the Management Branch School	A	1	12-13 2nd semester	Financial Accounting 1	94	3		
11-12 1st semester	Introduction to China's Managerial Economics	D	1	12-13 2nd semester	Macro-Economics	98	2		
11-12 1st semester	College English-3	71	5	13-14 1st semester	Financial Statement Analysis	74	2		
11-12 1st semester	Linear Algebra	72	4	13-14 1st semester	Corporate Culture	B	2		
11-12 1st semester	Principles of Management	85	4	13-14 1st semester	Auditing	88	4.5		
11-12 2nd semester	Market economics	85	2	13-14 1st semester	Econometrics	A	2		
11-12 2nd semester	Mao Zedong Thought and Socialism with Chinese Character	87	4	13-14 1st semester	International Business Negotiation	A	2		
11-12 2nd semester	College English-4	69	5	13-14 1st semester	Computer Accounting	A	2		
11-12 2nd semester	Law of Economy	C	2	13-14 2nd semester	Dissertation	B	8		
11-12 2nd semester	Foundations of Accounting	78	3	13-14 2nd semester	Graduation Practice	A	8		
11-12 2nd semester	Management Information System	79	3						
Note: The grades used in the Institute as follows A(90-100) B(80-89) C(70-79) D(60-69) E(below60)									

Note: The grades used in the Institute as follows: A(90-100) B(80-89) C(70-79) D(60-69) E(below60)

Sanya University
Academic Affairs Office
Date: 06/16/2014

Address: Sanya University, Xueyuan RD, Sanya, Hainan, China

Post Code: 572022

Phone: 0898-83386713

Example 44: Official University Transcript (China) – 1 page

Chinese is the official language of issue in China. The transcript below would be acceptable as official. (See following page for English version.) Also acceptable are bilingual transcripts, which are commonly issued in Chinese and English.



暨南大学本科学生成绩单 Undergraduate Transcript of Jinan University

学号:	课程代号	课程名称	学分	成绩	学分绩点
姓名:	2015-2016学年上学期				
性别: 女	07009198	科学新视野	1.0	92.0	4.20
出生日期:	07009220	转基因与食品安全	2.0	85.0	7.00
国际学院 金融学专业	60050003	公司金融 (全英)	3.0	91.0	12.30
学制: 4年 入学日期: 2013年09月	60050005	金融计量学 (全英)	3.0	73.0	6.90
课程代号	课程名称	学分	成绩	学分绩点	
2013-2014学年上学期					
01010020	思想道德修养与法律基础	3.0	94.0	13.20	
01030008	大学写作	2.0	87.0	7.40	
01040001	体育 I	1.0	90.0	4.00	
05021109	综合英语 I	4.0	84.0	13.60	
05022021	英语口语	2.0	90.0	8.00	
60000002	计算机文化基础 (全英)	2.0	85.0	7.00	
60000012	高等数学 I (全英)	3.0	71.0	6.30	
本学期平均学分绩点: 3.5		17.0		59.50	
2013-2014学年下学期					
01009264	公共关系与人际关系	2.0	95.0	9.00	
01010018	中国现代史纲要	2.0	80.0	6.00	
01040002	体育 II	1.0	97.0	4.70	
05021054	英语写作	2.0	89.0	7.80	
05021115	综合英语 II	2.0	86.0	7.20	
05022022	英语听力	2.0	85.0	7.00	
60000013	高等数学 II (全英)	3.0	97.0	14.10	
60030006	微积分学 (全英)	3.0	91.0	12.30	
60030007	宏观经济学 (全英)	3.0	77.0	8.10	
60040002	会计学原理 (全英)	3.0	74.0	7.20	
本学期平均学分绩点: 3.63		23.0		83.40	
本学期平均学分绩点: 3.57		40.0		142.90	
2014-2015学年上学期					
01009445	色彩感觉与色彩设计	2.0	83.0	6.60	
01010031	毛泽东思想和中国特色社会主义理论体系概论 (上)	3.0	89.0	11.70	
01040003	体育 III	1.0	89.0	3.90	
60000014	高等数学 III (全英)	3.0	81.0	9.30	
60030002	统计学原理 (全英)	3.0	91.0	12.30	
60030010	国际贸易 (全英)	3.0	71.0	6.30	
60030030	财政学 (全英)	3.0	77.0	8.10	
60050039	货币金融学 (全英)	3.0	84.0	10.20	
本学期平均学分绩点: 3.26		21.0		68.40	
2014-2015学年下学期					
01010032	毛泽东思想和中国特色社会主义理论体系概论 (下)	3.0	88.0	11.40	
01040004	体育 IV	1.0	94.0	4.40	
60000015	高等数学 IV (全英)	3.0	60.0	3.00	
60030009	国际金融 (全英)	3.0	70.0	6.00	
60050002	保险学 (全英)	3.0	82.0	9.60	
60050022	金融服务与营销 (全英)	2.0	81.0	6.20	
60050031	个人理财 (全英)	2.0	87.0	7.40	
60050042	金融经济学 (全英)	3.0	81.0	9.30	
本学期平均学分绩点: 3.87		20.0		57.30	
本学期平均学分绩点: 3.07		41.0		125.70	
2015-2016学年上学期					
01009512	大学生职业素养与就业指导	1.0	96.0	4.60	
01010030	马克思主义基本原理概论	3.0	86.0	10.80	
60030027	国际金融市场 (全英)	3.0	88.0	11.40	
60050040	投资学 (全英)	3.0	82.0	9.60	
60050048	金融热点讲座 II (全英)	2.0	94.0	8.80	
60050051	股权投资 (全英)	3.0	70.0	6.00	
60050052	衍生品投资 (全英)	3.0	66.0	4.80	
本学期平均学分绩点: 3.11		18.0		56.00	
本学期平均学分绩点: 3.2		35.0		112.10	
2016-2017学年上学期					
07009241	改变生活的通信技术	2.0	77.0	5.40	
60030032	国际税收 (全英)	3.0	62.0	3.60	
60050019	房地产金融 (全英)	2.0	79.0	5.80	
60050041	投资组合管理 (全英)	3.0	77.0	8.10	
60050044	比较金融理论 (全英)	2.0	77.0	5.40	
本学期平均学分绩点: 3.36		12.0		28.30	
2016-2017学年下学期					
01010024	形势与政策	2.0	91.0	8.20	
50019002	毕业论文	8.0	78.0	22.40	
50029002	毕业实习	4.0	95.0	18.00	
本学期平均学分绩点: 3.47		14.0		48.60	
本学期平均学分绩点: 2.96		26.0		76.90	
=====成绩单总计=====					
应修总学分: 94.00 已得总修学分: 94.00					
应修总学分: 46.00 已得总修学分: 46.00					
应修总学分: 140.00 已得总修学分: 142.00					
总平均学分绩点: 3.22					
=====以下空白(成绩带“-”的为补考成绩)=====					
2014-2015学年上学期					
01010032	毛泽东思想和中国特色社会主义理论体系概论 (下)	3.0	88.0	11.40	
01040004	体育 IV	1.0	94.0	4.40	
60000015	高等数学 IV (全英)	3.0	60.0	3.00	
60030009	国际金融 (全英)	3.0	70.0	6.00	
60050002	保险学 (全英)	3.0	82.0	9.60	
60050022	金融服务与营销 (全英)	2.0	81.0	6.20	
60050031	个人理财 (全英)	2.0	87.0	7.40	
60050042	金融经济学 (全英)	3.0	81.0	9.30	
本学期平均学分绩点: 3.87		20.0		57.30	
本学期平均学分绩点: 3.07		41.0		125.70	

转右栏

共 1 页第 1 页

(WAP) 验证网址(Confirm The Real) <http://jdjw.net>

教务处处长签名
Director's Signature

教务处盖章
Stamp of Office of Academic Affairs



打印员
Typist

打印日期
Date Issued

Example 45: Official University Transcript (China) – 1 page

Although this transcript is in English, it is issued on school letterhead or stationery rather than on plain paper. As such, this would be acceptable as an official record of study. See also Example 44.



暨南大学本科学生成绩单 Undergraduate Transcript of Jinan University

Student ID: [REDACTED]	Code	Course Title	Cred	Grd	Pts
Name: [REDACTED]	*****	*****	*****	*****	*****
Gender: F Birth: [REDACTED]	60050031	Personal Finance	2.0	87.0	7.40
Finance	60050042	Financial Economics	3.0	81.0	9.30
International School	Average Points:2.87				
Schooling Period: 4 years, Admission: Sep. 2013	Year Average Points:3.07		41.0	125.70	

Code	Course Title	Cred	Grd	Pts	
*****	*****	*****	*****	*****	*****
2013-2014 First Semester	2015-2016 First Semester				
01010020 Moral Education & Law	07009198 New Views of the Science Kingdom	1.0	92.0	4.20	
01030008 College Writing	07009220 Transgenic and Food Safety	2.0	85.0	7.00	
01040001 Physical Education I	60050003 Corporate Banking	3.0	91.0	12.30	
05021089 Comprehensive English I	60050005 Financial Econometrics	3.0	73.0	6.90	
05023021 Oral English	60050013 International Settlement	2.0	75.0	7.80	
60000002 Basis of Computer Literacy	60050014 Introduction to Behavior Finance	2.0	93.0	8.60	
60000012 Advanced Mathematics I	60050053 Fixed Income Investments	3.0	82.0	9.60	
Average Points:3.5	Average Points:3.3		17.0	56.10	
2013-2014 Second Semester	2015-2016 Second Semester				
01009264 Public & Human Relation	01009512 Career Planning for College Students	1.0	96.0	4.60	
01010018 Outline of Modern Chinese History	01010030 Outline of Marxism Basic Principles	3.0	86.0	10.80	
01040002 Physical Education II	60030027 International Financial Market	3.0	88.0	11.40	
05021054 English Writing	60050040 Investment	3.0	82.0	9.60	
05021115 Comprehensive English II	60050048 Lecture on Financial Hot Topics II	2.0	94.0	8.80	
05023022 English Listening	60050051 Equity Investment	3.0	70.0	6.00	
60000013 Advanced Mathematics II	60050052 Derivatives Investment	3.0	66.0	4.80	
60030026 Microeconomics	Average Points:3.11		18.0	56.00	
60030037 Macroeconomics	Year Average Points:3.2		35.0	112.10	
60040002 Financial Accounting I	2016-2017 First Semester				
Average Points:3.63	07006241 Introduction of Communication Technologies	2.0	77.0	5.40	
Year Average Points:3.57	40.0	142.90			
2014-2015 First Semester	60030032 International Taxation	3.0	62.0	3.60	
01009145 Color Science for Color Design	60050019 Real Estate Financing	2.0	79.0	6.98	
01010031 Introduction to Mao Zedong Thought & the Theory System of Socialism with Chinese	60050041 Management of Portfolio Investment	3.0	77.0	8.10	
01040003 Physical Education III	60050044 Comparison of Financial Theory	2.0	77.0	5.40	
60000014 Advanced Mathematics III	Average Points:2.36		12.0	28.30	
60030002 Principles of Statistics	2016-2017 Second Semester				
60030010 International Trade	01010024 Domestic & International Policy Study	2.0	91.0	8.20	
60030016 Public Finance	50019002 Graduate Thesis	8.0	78.0	22.40	
60050039 Money & Finance	50029002 Graduate Internship	4.0	95.0	18.00	
Average Points:3.28	Average Points:3.47		14.0	48.60	
2014-2015 Second Semester	Year Average Points:2.96		26.0	76.90	
01010032 Introduction to Mao Zedong Thought & the Theory System of Socialism with Chinese	*****Transcript Totals*****				
01040004 Physical Education IV	Total Credits Required:140.00 Credits Obtained:142.0				
60000015 Advanced Mathematics IV	Overall Average Credit Points:3.22				
60030009 International Finance	*****End of Transcript(Grades with "*" are re-examination)*****				
60050002 Insurance					
60050022 Financial Servicing and Marketing					
-----To be continued on the right column-----					

1 pages, page 1

(WAP) 验证网址(Confirm The Web Site) <http://202.116.1.182:9002/SPRINT/>

教务处处长签名
Director's Signature

教务处盖章
Stamp of Office of Academic Affairs



打印员: ZzPrtUser
Typist: 08-16-2017
打印日期: Date Issued

Example 46: University Graduation Certificate (China) – 2 pages

Upon completion of a university degree program in China (i.e., Bachelor, Master, Doctor), two certificates are issued – the Graduation Certificate and the Degree Certificate. The Graduation Certificate is an indication that the general required coursework has been completed. However, on its own, it is not an indication of the award of the degree (see following page for further discussion).

Although graduation (and degree) certificates are always issued in a booklet cover, such as the one below, the certificates may be removed from the cover and submitted separately.



English Translation:

Jinan University

Graduation Certificate

It is possible for a student to receive a graduation certificate and not a degree certificate, as there are other additional requirements for the conferral of the degree. For example, it may be that the student did not pass the required foreign language examinations or because the grades were too low. For this reason, graduation certificates on their own do not serve as an indication of the award of the degree.

Note that between 1985 and 1991, the graduation and degree certificates were one combined document for the Bachelor's degree. However, in 1992, they became separate documents again (Lin and Tse, 2004).



English Translation:

Regular Higher Education Institution

Graduation Certificate

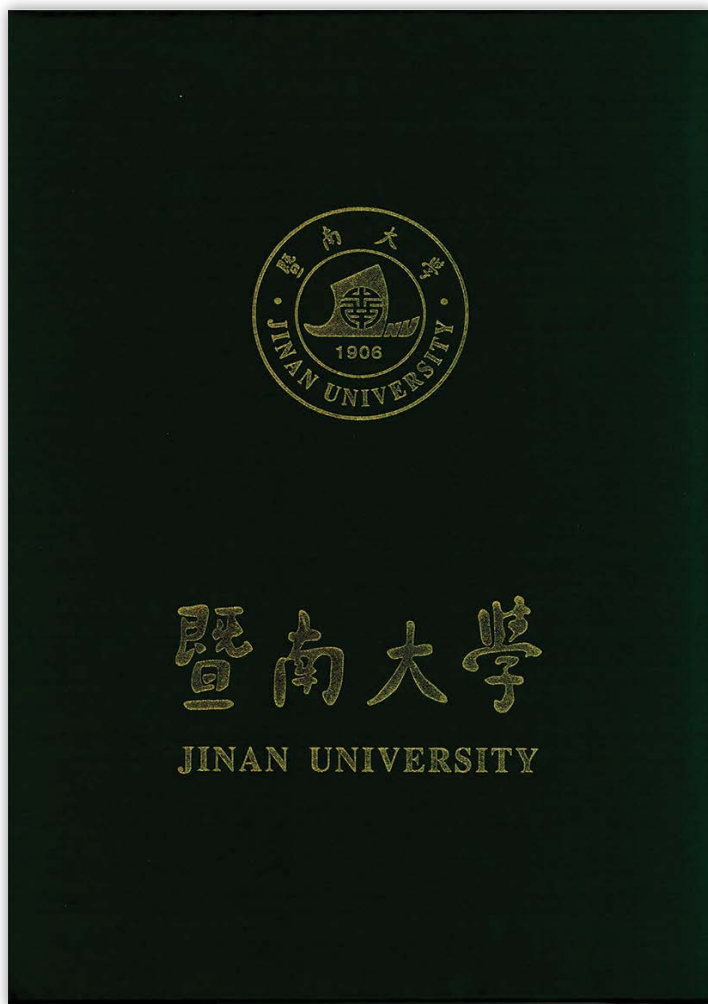
Student -----, gender -----, born on -----, studied Finance from September 2013 to June 2017. Having completed the four-year undergraduate program and successfully satisfied the requirements, s/he has qualified to graduate.

*Jinan University
Diploma Number*

*President
June 19, 2017*

Example 47: University Degree Certificate (China) – 2 pages

The degree certificate represents the actual conferral of the degree in China (i.e., Bachelor, Master, Doctor). All requirements have been fulfilled and there is nothing outstanding. Below is an example of the booklet cover for the degree certificate.



Prior to 2016, all degree certificate formats were standardized by the Ministry of Education. However, universities are now authorized to issue any degree certificate format (Stroud and Funaki, 2016). Previously, degree certificates were uniform, in landscape format, with the seal of the State.¹⁹

19 See Example 6 for an image of the previous degree certificate format in China.



English Translation:

*Jinan University
Degree Certificate*

(Name), (gender), was born on (date). S/he completed an undergraduate program in Finance at Jinan University and has satisfied the requirements prescribed for graduation. Found to have fulfilled the requirements of the <<Regulation of the People's Republic of China Regarding Academic Degrees>>, s/he has been awarded the degree of Bachelor of Economics.

Diploma Number

*Chairman of Degree Assessment Committee
2017 June 16*

(Graduate of Regular Higher Education Undergraduate Studies)

Example 48: Certified Copy of a Graduation Certificate (China) with Translation – 1 page

It is common for universities to issue certified copies of the graduation and degree certificates, along with an English translation in the format shown below. These are frequently presented in school-sealed envelopes.



SICHUAN UNIVERSITY

THIS IS TO CERTIFY THAT

[redacted], born on [redacted], majored in Software Engineering in this university from September 2013 to June 2017. Having completed the four-year undergraduate program and passed the examinations, she is hereby allowed to graduate.

President *Xie Heping*

June 19, 2017

Diploma number [redacted]

Example 49: CDGDC Report (China) – 1 page

The China Academic Degrees and Graduate Education Development Center (CDGDC) is one of two verification services appointed by the Ministry of Education in China. The example below is authenticating the studies completed by a student at Nanjing University. This version of the report can further be verified by going online or by scanning the QR code, which reproduces the report on the CDGDC site (www.chinadegrees.cn). CDGDC reports on blue paper were an indication that the studies are authentic, whereas those on pink paper were an indication that they are inauthentic. As of July 2018, paper reports are no longer issued, and verifications are only available digitally and in Chinese.



Example 50: Notarial Booklet (China) – 1 page

As noted in Section III, notarial booklets containing copies of the academic records, along with English translations, are common in China. However, notaries are only certifying that the enclosed documents are copies of the original. They are not in the position to authenticate the contents of the academic records.

公 证 书

中华人民共和国浙江省湖州市华信公证处

English Translation:

Notarial Certificate

Huzhou City, Huaxin Notary Office of the People's Republic of China

India

- Official Academic Records
 - » University or Board-Issued Mark Sheets are typically issued for all years (or semesters) of study.
Mark sheets may also be called memorandum of marks or statement of marks. At times, they may also be referred to as grade cards and transcripts.
 - » Final Degree Certificates
 - » Provisional Degree Certificate, if the final degree certificate is unavailable
Note that the provisional degree certificate should be issued by the degree-granting institution, specifying the name of the qualification and the degree classification of the student.
- Official Language of Record
 - » Official documents are usually available in English.
 - » Degree certificates may be found in a bilingual format (English and a native or regional language, such as Hindi, Punjabi, or Tamil).
- Unofficial Records
 - » School-issued documents for postsecondary studies
 - » School-issued documents for secondary studies, if the board examinations have been taken

Example 51: Higher Secondary Certificate (India) – 1 page

This credential represents the completion of secondary education in India. The format varies by state/examining board. The names of the credential can also vary, including among others, Higher Secondary Certificate, Senior Secondary Certificate, Intermediate Examination Certificate, and Pre-University Examination Certificate. In this example, the document serves as both the certificate and as a record of the examination results.

 महाराष्ट्र राज्य माध्यमिक व उच्च माध्यमिक शिक्षण मंडळ, पुणे Maharashtra State Board Of Secondary and Higher Secondary Education, Pune मुंबई विभागीय मंडळ / MUMBAI DIVISIONAL BOARD उच्च माध्यमिक प्रमाणपत्र परीक्षा - गुणपत्रक HIGHER SECONDARY CERTIFICATE EXAMINATION - STATEMENT OF MARKS					
शाखा STREAM	आसन क्रमांक SEAT NO.	केन्द्र क्रमांक CENTRE NO.	विद्या व उच्च माध्यमिक शाळा क्रमांक DIST. & HR. SEC. SCHOOL NO.	परीक्षेचा महिना व वर्ष MONTH & YEAR OF EXAM.	गुणपत्रकेचा अनुक्रमांक SR.NO. OF STATEMENT
COMMERCE		3007	31.01.003	FEBRUARY-17	
उमेदवाराचे संपूर्ण नाव (आडनाव प्रथम) / CANDIDATE'S FULL NAME (SURNAME FIRST)					
उमेदवाराच्या आईचे नाव / CANDIDATE'S MOTHER'S NAME					
विषयाचा सांकेतिक क्रमांक व विषयाचे नाव Subject Code No. and Subject Name		*माध्यम Medium	कमाल गुण Max. Marks	प्राप्त गुण / Marks Obtained	
				अंकात In Figures	अक्षरात / In Words
01 ENGLISH		ENG	100	089	EIGHTYNINE
04 HINDI		HIN	100	083	EIGHTYTHREE
49 ECONOMICS		ENG	100	086	EIGHTYSIX
50 BOOK KEEPING & ACCOUNTANCY		ENG	100	080	EIGHTY
51 ORGANISATION OF COMM & MGMT		ENG	100	089	EIGHTYNINE
52 SECRETARIAL PRACTICE		ENG	100	085	EIGHTYFIVE
31 ENVIRONMENT EDUCATION		ENG	050	048	FORTYEIGHT
30 HEALTH & PHYSICAL EDUCATION (GRADE)		A			
Result / निकाल PASS	Percentage / टक्केवारी 86.15	एकूण गुण / Total Marks	650	560	FIVE HUNDRED AND SIXTY
  					
पदव्याचे, गुण, आगोश व प्राप्तीक शिक्षण विषयातील अंगी आणि विद्यार्थी माहिती यांचा तपशील भारतीय नुस्ख्यात पाह्यात. See overleaf for Important, Notes, Grades in Health & Physical Education Subject and meaning of special characters. विभागीय सचिव/Divisional Secretary					

Example 52: University-Issued Mark Sheet (India) – 1 page

Mark sheets are the most common term in India. However, other terms include statement of marks, grade reports and transcripts. It is important that educational records are issued by the degree-granting institution and not the affiliated college at which the person studied. The example below is issued by Jawaharlal Nehru Technological University (JNTU) for the first year of study of a Bachelor of Technology (B Tech) program. Not all mark sheets in India are issued on security paper. Sizes can also vary.


JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY
 HYDERABAD - 500 072.
 ANDHRA PRADESH, INDIA
MEMORANDUM OF MARKS

MEMO NO.: [REDACTED]

S.No. [REDACTED]

HALL TICKET NO.: [REDACTED]

EXAMINATION I Year B.Tech. (RR) Reg.

MONTH & YEAR OF EXAM. June, 2005

BRANCH: COMPUTER SCIENCE & ENGINEERING

INSTITUTION: VBIT, GHATKESAR

NAME: [REDACTED]

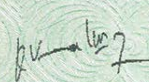
INSTITUTION: VBIT, GHATKESAR

S.No.	SUBJECT CODE	SUBJECT TITLE	Internal Marks	End Exam.	Total Marks	Result	Credits
1	A9901	ENGLISH	17	50	67	P	6
2	A9902	MATHEMATICS - I	16	10	26	F	0
3	A9906	SOLID STATE PHYSICS	18	39	57	P	4
4	A9907	INFORMATION TECH. & NUME. METHODS	15	51	66	P	6
5	A9908	C & DATA STRUCTURES	16	33	49	P	6
6	A9909	NETWORK THEORY	17	14	31	F	0
7	A9910	ELECTRONICS DEVICES & CIRCUITS	17	38	55	P	6
8	A0501	ENGINEERING DRAWING & PRACTICE	17	44	61	P	4
9	A0502	COMPUTER PROGRAMMING (LAB)	20	34	54	P	8
10	A0503	ELECTRONICS DEVICES & CKTS. (LAB)	20	40	60	P	4
SUBJECTS REGISTERED 10 APPEARED: 10 PASSED: 8 TOTAL			173	353	526		44

AGGREGATE (IN WORDS) *** Five Two Six ***

P: PASS
 F: FAIL
 AB: ABSENT




CONTROLLER OF EXAMINATIONS

DATE: 10-09-2005

VERIFIED BY

INSTRUCTIONS:

	Internal	MAXIMUM MARKS		MINIMUM	FOR PASS
	End Exam.	Total of Int. & End	End Exam	Total of Int. & End	
THEORY/DRAWING/DESIGN SUBJECTS	20	80	100	28	40
PRACTICAL SUBJECTS	25	50	75	18	30

Note : The application for the recounting of marks with prescribed fee should be submitted within 15 days from the date of publication of results.

Example 53: University-Issued Consolidated Mark Sheet (India) – 1 page

Most mark sheets are issued semester-by-semester or year-by-year. However, consolidated mark sheets are becoming more common, in which all years of study are issued on one document.²⁰



JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
HYDERABAD - 500 085, ANDHRA PRADESH, INDIA

CONSOLIDATED MARKS MEMO / CREDIT SHEET

CIBA No. :
Serial No. :
Name :
Hall Ticket No. :

BACHELOR OF TECHNOLOGY- COMPUTER SCIENCE & ENGINEERING

Year of Admission : 2007-2008

Name of the College : N7-DRKIST,QUTHUBULLAPUR
Month & Year of Final Exam : April,2011
Class Awarded : FIRST CLASS WITH DISTINCTION



S.No.	SUBJECT TITLE	INT	MARKS	TOTAL	CREDITS	S.No.	SUBJECT TITLE	INT	MARKS	TOTAL	CREDITS		
Maximum Marks in Theory						Maximum Marks in Lab							
20					80	100	20					80	100
I YEAR													
1	ENGLISH	17	58	75	4	2	MATHEMATICS -I	18	54	72	6		
3	MATHEMATICAL METHODS	14	65	79	6	4	APPLIED PHYSICS	15	55	70	4		
5	C PROGRAMMING AND DATA STRUCTURES	17	42	59	6	6	BASIC ELECTRICAL ENGINEERING	16	35	51	4		
7	ELECTRONIC DEVICES AND CIRCUITS	14	49	63	6	8	ES-ENGINEERING DRAWING	20	28	48	4		
9	COMPUTER PROGRAMMING (LAB)	25	49	74	4	10	ELECTRICAL AND ELECTRONICS (LAB)	23	45	68	4		
11	ENGLISH LANGUAGE COMM. SKILLS (LAB)	24	44	68	4	12	IT WORKSHOP	24	40	64	4		
I SEMESTER II YEAR II SEMESTER													
1	PROBABILITY AND STATISTICS	17	79	96	4	1	SOFTWARE ENGINEERING	14	43	57	4		
2	MATHEMATICAL FOUNDATIONS OF COMP. SC.	16	44	60	4	2	PRINCIPLES OF PROGRAMMING LANGUAGES	18	45	63	4		
3	ADVANCED DATA STRUCTURES	14	28	42	4	3	ENVIRONMENTAL STUDIES	14	53	67	4		
4	DIGITAL LOGIC DESIGN	15	46	61	4	4	COMPUTER ORGANIZATION	08	57	65	4		
5	MANAGERIAL ECO. AND FINANCIAL ANALYSIS	11	51	62	4	5	DATABASE MANAGEMENT SYSTEMS	18	43	61	4		
6	UNIX AND SHELL PROGRAMMING	11	41	52	4	6	OBJECT ORIENTED PROGRAMMING	17	47	64	4		
7	ADVANCED DATA STRUCTURES (LAB)	15	37	52	2	7	OBJECT ORIENTED PROGRAMMING (LAB)	23	49	72	2		
8	UNIX AND SHELL PROGRAMMING (LAB)	16	42	58	2	8	DATABASE MANAGEMENT SYSTEMS (LAB)	25	49	74	2		
I SEMESTER III YEAR II SEMESTER													
1	FORMAL LANGUAGES AND AUTOMATA THEORY	15	70	85	4	1	COMPILER DESIGN	18	67	85	4		
2	SOFTWARE TESTING METHODOLOGIES	18	60	78	4	2	OPERATING SYSTEM	18	58	76	4		
3	COMPUTER GRAPHICS	17	56	73	4	3	INFORMATION SECURITY	16	55	71	4		
4	MICROPROCESSORS AND INTERFACING	19	64	83	4	4	COMPUTER NETWORKS	15	57	72	4		
5	DATA COMMUNICATION SYSTEMS	19	48	67	4	5	ARTIFICIAL INTELLIGENCE AND NEURAL NETWORKS	16	63	79	4		
6	DESIGN AND ANALYSIS OF ALGORITHMS	15	58	73	4	6	OBJECT ORIENTED ANALYSIS AND DESIGN	16	46	62	4		
7	ADVANCED ENGLISH COMM. SKILLS (LAB)	21	40	61	2	7	COMPUTER NETWORKS AND CASE TOOLS (LAB)	24	48	72	2		
8	MICROPROCESSORS AND INTERFACING (LAB)	23	48	71	2	8	OPERATING SYSTEM AND COMPILER DESIGN (LAB)	24	48	72	2		
I SEMESTER IV YEAR II SEMESTER													
1	NETWORK PROGRAMMING	16	55	71	4	1	MANAGEMENT SCIENCE	18	60	78	4		
2	WEB TECHNOLOGIES	16	48	64	4	2	E-COMMERCE	15	77	92	4		
3	DATA WAREHOUSING AND DATA MINING	16	42	58	4	3	HUMAN COMPUTER INTERACTION	15	70	85	4		
4	ADVANCED COMPUTER ARCHITECTURE	16	73	89	4	4	INDUSTRY ORIENTED MINI PROJECT	-	47	47	2		
5	MOBILE COMPUTING	16	53	69	4	5	SEMINAR	43	-	43	2		
6	SOFTWARE PROJECT MANAGEMENT	18	42	60	4	6	PROJECT WORK	36	122	158	10		
7	NETWORK PROGRAMMING (LAB)	25	48	73	2	7	COMPREHENSIVE VIVA	-	93	93	2		
8	WEB TECHNOLOGIES (LAB)	25	37	62	2								
(Project Internal=40, External=160)													
Number of Credits registered for : 224 Aggregate Marks Secured for best: 216													
Aggregate Marks Secured : 4029 OUT OF 5350 (75.31%)													
Date of Issue : June 6, 2011													
(see overleaf for rules governing the award of class)													
A indicates "ABSENT"													
(Courses registered but not counted for calculation of aggregate)													
CONTROLLER OF EXAMINATIONS													

20 See also Section XII – Pesky Situations for more commentary on consolidated mark sheets from India.

Example 54: Mark Sheet Issued by an Autonomous College (India) – 1 page

In India, a common university system is the affiliating university. In this model, the affiliating university sets the curriculum, administers the examinations, and awards the final degree. However, the affiliated colleges are the entities that provide instruction. An affiliating university may have several hundred colleges attached to it.

There are also a smaller number of autonomous colleges that exist. They are similar to affiliated colleges; however, they are able to influence the curriculum and examinations and enjoy more prestige. Autonomous colleges are often found to issue the mark sheets for the first two years of study (IQAS, 2009), and these documents are regarded as official records of study. This example represents the first semester of study for the Bachelor of Technology, issued by the autonomous college.



SR ENGINEERING COLLEGE
(Affiliated to Jawaharlal Nehru Technological University, Hyderabad)
Warangal - 506 371, T.S. INDIA
AUTONOMOUS

TRANSCRIPT S.No. : [REDACTED]

MEMORANDUM OF MARKS

Serial No. : [REDACTED]
Examination : I B.Tech. I Semester (RA11) Regular Hall Ticket No. : [REDACTED]
Branch : COMPUTER SCIENCE AND ENGINEERING Month & Year of Exam : January, 2013
Student's Name : [REDACTED]
Father's Name : [REDACTED]

S.No.	SUBJECT CODE	SUBJECT TITLE	Internal Marks	External Marks	Total Marks	Result	Credits
1	HS101	ENGLISH - I	21	36	57	P	2
2	HS103	ENGINEERING MATHEMATICS - I	18	19	37	F	0
3	HS106	ENGINEERING PHYSICS - I	18	12	30	F	0
4	CS101	PROGRAMMING CONCEPTS	16	AB	16	F	0
5	ME101	BASICS OF ENGINEERING MECHANICS	20	0	20	F	0
6	HS108	ENGINEERING CHEMISTRY	8	AB	8	F	0
7	HS109	ENGLISH LANGUAGE LABORATORY	18	39	57	P	2
8	HS111	ENGINEERING CHEMISTRY LABORATORY	23	47	70	P	2
9	CS103	COMPUTER PROGRAMMING LABORATORY	14	34	48	P	2

SUBJECTS REGISTERED: 9 APPEARED: 6 PASSED: 4 TOTAL: 156 187 343 8

Total Marks (In Words): *** Three Four Three ***

Subjects	Maximum Marks			Minimum Marks for Pass	
	Internal	External	Total of Int. & Ext.	External	Total of Int. & Ext.
Theory/Drawing/Design	30	70	100	25	40
Practical	25	50	75	18	30
Mini Project	-	50	50	20	20

P: PASS F: FAIL AB: ABSENT

Date of Issue: 20-Jan-2016

Verified by [Signature]

[Signature]
CONTROLLER OF EXAMINATIONS

Example 55: Mark Sheet Issued by an Affiliated College (India) – 1 page

Because the affiliated college is not the validating, awarding institution, records of study issued by such an institution are regarded as unofficial. The degree-granting university administers the exams and must validate the results. (The only exception is the autonomous college, as discussed in the previous example.) The document below is issued by C. N. Kothari Homeopathic Medical College and Research Center; it is affiliated to Veer Narmad South Gujarat University.

COLLEGE RECORD TRANSCRIPT CERTIFICATE									
Name of Application :- (Surname) (First Name) (Middle Name)									
Name and Address of Institution at which courses listed below were taken: C.N.KOTHARI HOMOEOPATHIC MEDICAL COLLEGE & RESEARCH CENTER, VYARA, DIST. SURAT (GUJARAT)									
Date of Entrance :-		OCTOBER, 2001		Date of Completion :-		30 th April, 2007			
Degree received from institution named above:- Bachelor of Homoeopathic Medicine and Surgery (B.H.M.S.)									
Fourth B.H.M.S. passed from VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT. (GUJARAT)									
In System of Grading used indicating lowest Passing Marks *50% and above pass (Exemption)									
BACHELOR OF HOMOEOPATHIC MEDICINE AND SURGERY (B.H.M.S.)									
Period in which subject was taken	Subject	Number of Month taken	Hours per Year		Exam Passed with Marks obtained in Oral	Exam Passed with Marks obtained in Practical	Result and Percentage of Marks(%)		
			Lectures Recitation (Time)	Laboratory/Practical Field (Time)					
First BHMS Regular									
From OCT. 2001 to MAY. 2003	Pharmacy	18	50	100	61 / 100	38 / 50	30 / 50	786 / 1200	FIRST
	Anatomy	18	200	450	120 / 200	70 / 100	67 / 100		
	Physiology	18	250	400	120 / 200	57 / 100	82 / 100		
	H.M.M. & Org	18	250	50	59 / 100	72 / 100			
	Total				360 / 600	247 / 350	179 / 250		
Second BHMS Regular									
From JULY-2003 TO APRIL-2004	Pathology	12	150	50	50 / 100	25 / 50	35 / 50	593 / 1000	SECOND
	F. M. & T.	12	50	20	58 / 100	32 / 50	32 / 50		
	P. S. M.	12	150	100	57 / 100	30 / 50	30 / 50		
	H. M. M.	12	50	70	84 / 100	59 / 100			
	Organ of Medicine	12	125	100	59 / 100	32 / 50	30 / 50		
Total				288 / 500	178 / 300	127 / 200			
Third BHMS Regular									
From MAY-2004 TO MARCH-2005	Surgery	12	250	150	108 / 200	64 / 100	51 / 100	928 / 1500	FIRST
	Obs. & Gyn.	12	200	150	117 / 200	56 / 100	53 / 100		
	Organ of Medicine	12	200	75	129 / 200	70 / 100	60 / 100		
	H. M. M.	12	250	100	80 / 100	60 / 100	70 / 100		
	Total				434 / 700	250 / 400	244 / 400		
Fourth BHMS Regular									
From MAY-2005 TO APRIL-2006	Medicine	12	250	400	121 / 200	69 / 100	67 / 100	641 / 1000	FIRST
	H. M. M.	12	200	125	128 / 200	68 / 100	68 / 100		
	Repertory	12	100	150	54 / 100	32 / 50	34 / 50		
	Total				303 / 500	169 / 250	169 / 250		
	She has completed his compulsory internship of one year on 30th April, 2007								
has passed Fourth B.H.M.S. exam in APRIL 2006									
30th April, 2007									
Her Registration Certificate No. is MEDIUM OF INSTRUCTION RESULT EXAM CONDUCTED BY									
Signature of Candidate									
Provisional Reg. No. , Dated 28/4/2006.									
ENGLISH									
FIRST									
VEER NARMAD SOUTH GUJARAT UNIVERSITY, SURAT. (GUJARAT)									
Signature of Principal									
D. K. K. Das									
PRINCIPAL									
Kothari Homeopathic Medical College & Research Centre									
Tadkva, Vyara									
Note : Some period of term is carried forward due to supplementary exam as per norms of Central Council of Homoeopathy, New Delhi.									

Example 56: Provisional Degree Certificate (India) – 1 page

Upon completion of the program and fulfillment of all the necessary requirements, students are typically issued a provisional degree certificate. The issue of the final degree certificate can take anywhere from a few months to a few years. Because the provisional degree certificate gives holders access to employment and further education, this document may be regarded as an official record and as sufficient proof of the degree. They should be issued by the degree-granting university, specifying the name of the qualification and the degree classification of the student. Please note that not all provisional degree certificates in India are issued on security paper. Sizes can also vary.

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
HYDERABAD - 500 085, ANDHRA PRADESH, INDIA

College: PU - BITSW, MANGALPALLY

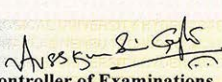
HT No: [REDACTED] Sl. No. [REDACTED]

PROVISIONAL CERTIFICATE

This is to certify that Ms. [REDACTED]
daughter of Mr. [REDACTED]
passed B. Tech. (ELECTRONICS & COMMUNICATION ENGINEERING) degree
examination of this University, held in May, 2013 and that she was
placed in FIRST CLASS WITH DISTINCTION.

She has satisfied all the requirements for the award of the degree.

Verified by
Hyderabad - A.P. 
Controller of Examinations


REGISTRAR

Date: June 24, 2013

Example 57: Final Degree Certificate (India) – 1 page

The example below is a final degree certificate issued by Jawaharlal Nehru Technological University (JNTU). Note that while the final examinations were taken in May 2013, the final degree certificate was issued in September 2014. Because instruction was taken at an autonomous college (PU – BITSW, Mangalpally), this institution is referenced on the degree certificate as well.

JAWAHARLAL NEHRU TECHNOLOGICAL UNIVERSITY HYDERABAD
HYDERABAD - 500 085, TELANGANA STATE, INDIA

H.T No.: 

College Code : PU (BITSW, MANGALPALLY)

COPY COPY COPY

having fulfilled the academic requirements and passed the examination
held during *May, 2013* in *First Class With Distinction*
has this day been admitted by the Executive Council to the Degree of

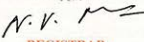
Bachelor Of Technology
Electronics & Communication Engineering

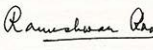
Given under the Seal of the University

Date: 04-09-2014




DIRECTOR OF EVALUATION

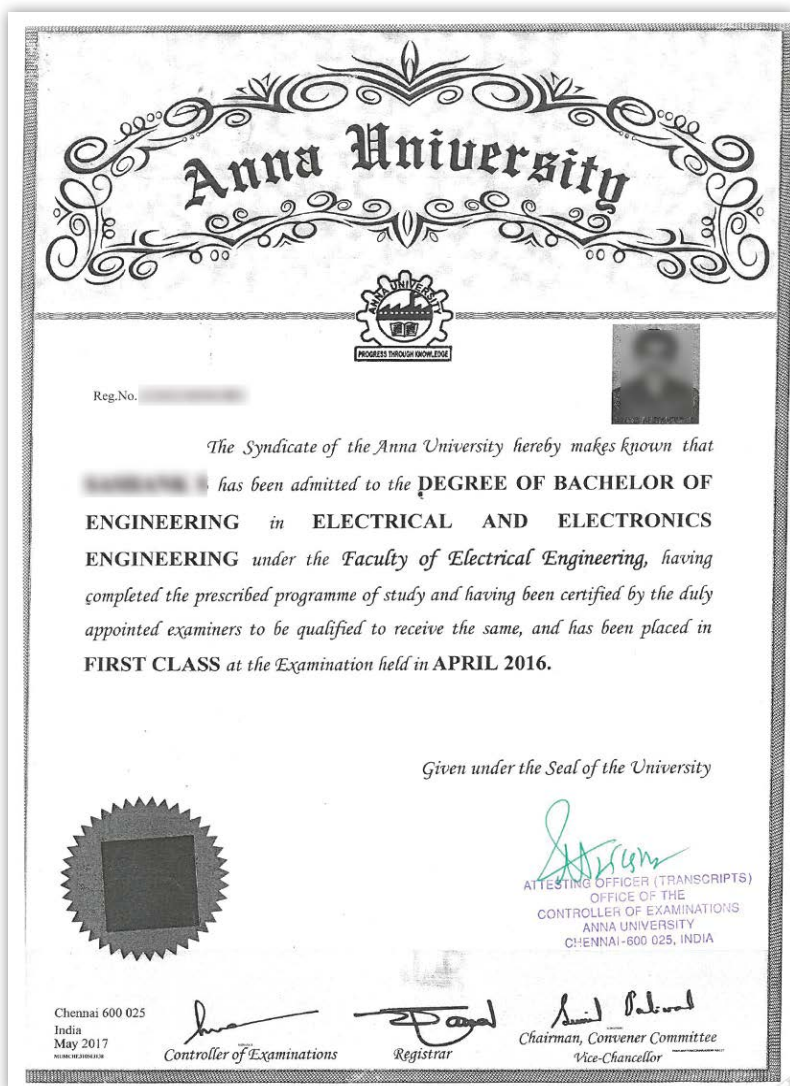

REGISTRAR


VICE CHANCELLOR

CMM No  PC No 

Example 58: Certified Copy of a Final Degree Certificate (India) – 1 page

The example below is a certified copy, or attested copy, of a degree certificate. Note that the stamp is from an appropriate source that can authenticate the document – the Office of the Controller of Examinations. Such certified copies are common and acceptable as official records.²¹



²¹ Note that, particularly for older studies in India, students were issued one set of originals, including the mark sheets. They were expected to keep them and would have to visit the institution in person to have copies attested and sent (Sweeney, 1971).

Example 59: Passing Certificate (India) – 1 page

This certificate certifies that the final year examinations were passed. However, it should not be confused with a provisional degree certificate, as there may be other requirements that must be met. The provisional degree certificate in India is an indication that all requirements have been fulfilled. It is regarded as sufficient proof of the degree, whereas this passing certificate with the language below is not.



The image shows a sample passing certificate from the Maharashtra University of Health Sciences, Nashik. The certificate is framed with a decorative border and contains the following text:

MAHARASHTRA UNIVERSITY OF HEALTH SCIENCES, NASHIK

No. : [Redacted] P.R. No. : [Redacted] Seat No. : [Redacted] COLLEGE CODE: [Redacted]

PASSING CERTIFICATE

This is to certify that Shri/Smt.

[Redacted Name]

appeared for and passed the

FINAL B.O.Th.

Examination held by the Maharashtra University of Health Sciences, Nashik

in **SUMMER-2013**

Nashik
Date : 14 August 2013

[Signature]
Controller of Examinations

Report the discrepancy of Name, Year etc., (if any) in above Certificate to the University within Six months of issue of certificate.

Iran

- Official Academic Records
 - » گواهی ریز نمرات (Transcript of Record)
 - » کپی برابر اصل گواهی ریز نمرات (Certified Copies of Transcripts)
 - » گواهی پایان تحصیلات (Final Degree Certificates)
- Official Language of Record
 - » Official documents are most commonly issued in Farsi/Persian.
 - » If the social service or military service has not yet been completed, transcripts may only be available in English, issued for the purpose of pursuing study abroad.
- Unofficial Records
 - » Copies of records stamped by the Ministry of Justice or Ministry of Foreign Affairs
 - » گواهینامه موقت (Provisional Degree Certificate) (may not serve as degree certificate)

Example 60: Secondary School Transcript (Iran) – 1 page

The transcript below shows the 3 years of the upper secondary education cycle (Years 9, 10, and 11). However, pre-university studies are required for university entry, making this an 11+1 system. Note that the educational system is now transitioning into a 12-year system, which integrates pre-university studies.

نام و نام خانوادگی: _____
 نام پدر: _____
 شماره شناسنامه: _____
 محل متولدشدن: _____
 کد پستی: _____

تاریخ: _____
 امضاء: _____

نام مدرسه: _____
 آدرس: _____
 شهر: _____
 استان: _____
 کد پستی: _____

تاریخ: _____
 امضاء: _____

گزارنامه فارغ التحصیلی

سال تحصیلی: ۸۳-۸۴
 پایه: سوم

ردیف	نام درس	نمرات		معدل
		نمره	معدل	
۱	ریاضیات و هندسه (۱)	۲۰	۲۰	۲۰
۲	زبان فارسی (۱)	۱۹	۱۹	۱۹
۳	ادبیات فارسی (۱)	۱۷/۵۰	۱۷/۵۰	۱۷/۵۰
۴	زبان خارجه (۱)	۱۸/۵۰	۱۸/۵۰	۱۸/۵۰
۵	فیزیک (۱) و آزمایشگاه	۱۷/۵۰	۱۷/۵۰	۱۷/۵۰
۶	شیمی (۱) و آزمایشگاه	۱۵/۵۰	۱۵/۵۰	۱۵/۵۰
۷	ریاضیات (۱)	۱۸/۵۰	۱۸/۵۰	۱۸/۵۰
۸	علوم و تجربیات	۱۸/۵۰	۱۸/۵۰	۱۸/۵۰
۹	تربیت بدنی (۱)	۱۹/۵۰	۱۹/۵۰	۱۹/۵۰
۱۰	تربیت اجتماعی (۱)	۲۰	۲۰	۲۰
۱۱	تربیت دینی (۱)	۲۰	۲۰	۲۰
۱۲	تربیت شهروندی (۱)	۲۰	۲۰	۲۰
۱۳	زبان فارسی (۲)	۱۷	۱۷	۱۷
۱۴	ادبیات فارسی (۲)	۱۶/۵۰	۱۶/۵۰	۱۶/۵۰
۱۵	زبان خارجه (۲)	۱۸	۱۸	۱۸
۱۶	فیزیک (۲) و آزمایشگاه	۱۹/۵۰	۱۹/۵۰	۱۹/۵۰
۱۷	شیمی (۲) و آزمایشگاه	۱۷/۵۰	۱۷/۵۰	۱۷/۵۰
۱۸	ریاضیات (۲)	۱۷/۵۰	۱۷/۵۰	۱۷/۵۰
۱۹	علوم و تجربیات	۱۷/۵۰	۱۷/۵۰	۱۷/۵۰
۲۰	تربیت بدنی (۲)	۱۶/۵۰	۱۶/۵۰	۱۶/۵۰
۲۱	تربیت اجتماعی (۲)	۲۰	۲۰	۲۰
۲۲	تربیت دینی (۲)	۱۹/۵۰	۱۹/۵۰	۱۹/۵۰
۲۳	تربیت شهروندی (۲)	۲۰	۲۰	۲۰
۲۴	زبان فارسی (۳)	۱۷/۵۰	۱۷/۵۰	۱۷/۵۰
۲۵	ادبیات فارسی (۳)	۱۵/۵۰	۱۵/۵۰	۱۵/۵۰
۲۶	زبان خارجه (۳)	۲۰	۲۰	۲۰
۲۷	فیزیک (۳) و آزمایشگاه	۱۵/۵۰	۱۵/۵۰	۱۵/۵۰
۲۸	شیمی (۳) و آزمایشگاه	۱۱	۱۱	۱۱
۲۹	ریاضیات (۳)	۱۶/۵۰	۱۶/۵۰	۱۶/۵۰
۳۰	علوم و تجربیات	۱۵/۵۰	۱۵/۵۰	۱۵/۵۰
۳۱	تربیت بدنی (۳)	۲۰	۲۰	۲۰
۳۲	تربیت اجتماعی (۳)	۲۰	۲۰	۲۰
۳۳	تربیت دینی (۳)	۲۰	۲۰	۲۰
۳۴	تربیت شهروندی (۳)	۲۰	۲۰	۲۰
۳۵	زبان فارسی (۴)	۲۰	۲۰	۲۰
۳۶	ادبیات فارسی (۴)	۲۰	۲۰	۲۰
۳۷	زبان خارجه (۴)	۲۰	۲۰	۲۰
۳۸	فیزیک (۴) و آزمایشگاه	۲۰	۲۰	۲۰
۳۹	شیمی (۴) و آزمایشگاه	۲۰	۲۰	۲۰
۴۰	ریاضیات (۴)	۲۰	۲۰	۲۰
۴۱	علوم و تجربیات	۲۰	۲۰	۲۰
۴۲	تربیت بدنی (۴)	۲۰	۲۰	۲۰
۴۳	تربیت اجتماعی (۴)	۲۰	۲۰	۲۰
۴۴	تربیت دینی (۴)	۲۰	۲۰	۲۰
۴۵	تربیت شهروندی (۴)	۲۰	۲۰	۲۰
۴۶	زبان فارسی (۵)	۲۰	۲۰	۲۰
۴۷	ادبیات فارسی (۵)	۲۰	۲۰	۲۰
۴۸	زبان خارجه (۵)	۲۰	۲۰	۲۰
۴۹	فیزیک (۵) و آزمایشگاه	۲۰	۲۰	۲۰
۵۰	شیمی (۵) و آزمایشگاه	۲۰	۲۰	۲۰
۵۱	ریاضیات (۵)	۲۰	۲۰	۲۰
۵۲	علوم و تجربیات	۲۰	۲۰	۲۰
۵۳	تربیت بدنی (۵)	۲۰	۲۰	۲۰
۵۴	تربیت اجتماعی (۵)	۲۰	۲۰	۲۰
۵۵	تربیت دینی (۵)	۲۰	۲۰	۲۰
۵۶	تربیت شهروندی (۵)	۲۰	۲۰	۲۰
۵۷	زبان فارسی (۶)	۲۰	۲۰	۲۰
۵۸	ادبیات فارسی (۶)	۲۰	۲۰	۲۰
۵۹	زبان خارجه (۶)	۲۰	۲۰	۲۰
۶۰	فیزیک (۶) و آزمایشگاه	۲۰	۲۰	۲۰
۶۱	شیمی (۶) و آزمایشگاه	۲۰	۲۰	۲۰
۶۲	ریاضیات (۶)	۲۰	۲۰	۲۰
۶۳	علوم و تجربیات	۲۰	۲۰	۲۰
۶۴	تربیت بدنی (۶)	۲۰	۲۰	۲۰
۶۵	تربیت اجتماعی (۶)	۲۰	۲۰	۲۰
۶۶	تربیت دینی (۶)	۲۰	۲۰	۲۰
۶۷	تربیت شهروندی (۶)	۲۰	۲۰	۲۰
۶۸	زبان فارسی (۷)	۲۰	۲۰	۲۰
۶۹	ادبیات فارسی (۷)	۲۰	۲۰	۲۰
۷۰	زبان خارجه (۷)	۲۰	۲۰	۲۰
۷۱	فیزیک (۷) و آزمایشگاه	۲۰	۲۰	۲۰
۷۲	شیمی (۷) و آزمایشگاه	۲۰	۲۰	۲۰
۷۳	ریاضیات (۷)	۲۰	۲۰	۲۰
۷۴	علوم و تجربیات	۲۰	۲۰	۲۰
۷۵	تربیت بدنی (۷)	۲۰	۲۰	۲۰
۷۶	تربیت اجتماعی (۷)	۲۰	۲۰	۲۰
۷۷	تربیت دینی (۷)	۲۰	۲۰	۲۰
۷۸	تربیت شهروندی (۷)	۲۰	۲۰	۲۰
۷۹	زبان فارسی (۸)	۲۰	۲۰	۲۰
۸۰	ادبیات فارسی (۸)	۲۰	۲۰	۲۰
۸۱	زبان خارجه (۸)	۲۰	۲۰	۲۰
۸۲	فیزیک (۸) و آزمایشگاه	۲۰	۲۰	۲۰
۸۳	شیمی (۸) و آزمایشگاه	۲۰	۲۰	۲۰
۸۴	ریاضیات (۸)	۲۰	۲۰	۲۰
۸۵	علوم و تجربیات	۲۰	۲۰	۲۰
۸۶	تربیت بدنی (۸)	۲۰	۲۰	۲۰
۸۷	تربیت اجتماعی (۸)	۲۰	۲۰	۲۰
۸۸	تربیت دینی (۸)	۲۰	۲۰	۲۰
۸۹	تربیت شهروندی (۸)	۲۰	۲۰	۲۰
۹۰	زبان فارسی (۹)	۲۰	۲۰	۲۰
۹۱	ادبیات فارسی (۹)	۲۰	۲۰	۲۰
۹۲	زبان خارجه (۹)	۲۰	۲۰	۲۰
۹۳	فیزیک (۹) و آزمایشگاه	۲۰	۲۰	۲۰
۹۴	شیمی (۹) و آزمایشگاه	۲۰	۲۰	۲۰
۹۵	ریاضیات (۹)	۲۰	۲۰	۲۰
۹۶	علوم و تجربیات	۲۰	۲۰	۲۰
۹۷	تربیت بدنی (۹)	۲۰	۲۰	۲۰
۹۸	تربیت اجتماعی (۹)	۲۰	۲۰	۲۰
۹۹	تربیت دینی (۹)	۲۰	۲۰	۲۰
۱۰۰	تربیت شهروندی (۹)	۲۰	۲۰	۲۰

معدل کلی: ۱۷/۱۸

معدل دروس: ۱۷/۵۳

معدل تفریق: ۱۰/۲

معدل نهایی: ۱۰/۲

معدل کلی: ۱۷/۱۸

معدل دروس: ۱۷/۵۳

معدل تفریق: ۱۰/۲

معدل نهایی: ۱۰/۲

شرایط فارغ التحصیلی را دارا می باشد.

گواهی می شود دانش آموز اینجانب به مدت فوق تا سال تحصیلی ۸۳-۸۴ دوره واحد یادگیری گذرانده است.

مهر و امضاء: _____

مهر و امضاء: _____

تاریخ: ۸۴/۰۴/۲۰

English Translation: Secondary School Transcript (Iran) – 2 pages



جمهوری اسلامی ایران
وزارت معارف و اوقاف و صنایع مستظرفه

دکتر محمدجواد جباری
مترجم رسمی زبان انگلیسی کوه قضاییه جمهوری اسلامی ایران
عضو جامعه مترجمان رسمی ایران - شماره پروانه: ۲۰
شیراز - خیابان امیرالکلیت - طبقه ۱۷۸ - پتاکد: ۷۹۱۷۸
Mohammad Jafar Jabbari Ph.D.
Official English Translator of the Judiciary of the I.R.Iran
Add: Ghasroddasht Ave., Shiraz, Iran. Tel: +98 711 32356478

IN THE NAME OF GOD

OFFICIAL TRANSLATION

The Islamic Republic of Iran
Ministry of Education
Secondary Education

STUDENT TRANSCRIPT

Fereshtegan High School (44365708)
Related to Education Dept. Dist. 2 of Shiraz, Fars Province, Iran

Full Name: _____ Father's Name: _____
Birth Certificate No.: _____ Date of Birth: _____
Student Code: _____ Branch: Theory

Field of Study: Physics & Mathematics

Grading System: Max. 20/-, Min. Zero & Passing Grade: 10/-

Code	Title of Courses	No. of Credit	Grade	1 st year 2002-2003
5401	Religious Education & Holy Koran (I)	4	20	20
5402	Persian Language (I)	2	19	19
5403	Persian Literature (I)	2	19.25	19.25
5404	Arabic Language (I)	2	17.50	17.50
5405	English Language (I)	3	18.75	18.75
5406	Physics (I) & Lab.	2.5	19.25	19.25
5407	Chemistry (I) & Lab.	2.5	17.25	17.25
5408	Mathematics (I)	4	15.50	15.50
5409	Social Studies	3	18.50	18.50
5410	Biology & Health	2	18.25	18.25
5411	Physical Education (I)	1	20	20
5604	Life Skills	1	19.50	19.50
5632	Complementary Mathematics (I)	1	20	20
5667	Self-Reliance Workshop: House Decoration	1	20	20

Code	Title of Courses	No. of Credit	Grade	2 nd Year 2003-2004
5434	Religious Education & Holy Koran (II)	3	20	20
5435	Persian Language (II) (Other Fields)	2	17	17
5437	Persian Literature (II)	2	18	18
5438	Arabic Language (II) (Other Fields)	2	16.50	16.50
5440	English Language (II)	2	18	18
5441	Physics (II) & Lab.	3	13	13
5442	Chemistry (II) & Lab.	3	19.25	19.25
5443	Mathematics (II)	4	14.25	14.25
5444	Geometry (I)	2	14.75	14.75
5446	General Geography & Province	3	17.75	17.75
5447	Statistics & Modelling	2	16.25	16.25
5453	Physical Education (II)	1	20	20
5461	Defense Preparation	2	19.25	19.25
5603	Study Skills & Research	1	20	20 (Elective)



مترجم رسمی زبان انگلیسی کوه قضاییه جمهوری اسلامی ایران
شیراز - خیابان امیرالکلیت - طبقه ۱۷۸ - پتاکد: ۷۹۱۷۸
دکتر محمدجواد جباری
Ph.D. Mohammad Jafar Jabbari
Official English Translator of the Judiciary of the I.R.Iran
Shiraz-Translation License No. 60
Translation of English Authenticated by
The Judiciary of the I.R.Iran

دکتر محمد جعفر جباری

مترجم رسمی زبان انگلیسی فوق العاده جمهوری اسلامی ایران
عضو هیات مدیره سازمان مترجمان رسمی ایران - شیراز، پورقلا، ۴۰
شیراز، خیابان قصر دانش - تلفن: ۳۳۳۰۱۷۸
TTC: 178A
Mohammad Jafar Jabbari Ph.D.
Official English Translator of the Judiciary of the I.R.Iran
Add: Ghasroddasht Ave., Shiraz, Iran. Tel: +98 711 32356478

مترجم رسمی زبان انگلیسی
تلفن: ۳۳۳۰۱۷۸ - اداره مترجمان رسمی

Code:	Title of Courses:	No. of Credit:	Grade:	3 rd Year 2004-2005	Written Grade of Final Year
5491	Religious Education & Holy Koran (III)	3	20	20	20
5492	Persian Language (III)	2	17.25	17.25	17
5493	Persian Literature (III)	2	18.75	18.75	17.75
5496	Arabic Language (III)	2	15.75	15.75	14.25
5500	English Language (III)	2	20	20	19.75
5501	Physics (III) & Lab.	4	14.50	14.50	15
5503	Chemistry (III) & Lab.	3	15.25	15.25	16
5507	Probability & Algebra	2	13	13	13.75
5508	Geometry (II)	3	11	11	07.50
5509	Calculus	4	10	10	07.25
5517	Fundamentals of Computer & Informatics	3	16.50	16.50	
5518	Contemporary History of Iran	2	19.25	19.25	
5526	Physical Education (III)	1	20	20	

Code:	Title of Courses:	No. of Credit:	Grade:	1 st Year 2002-2003	2 nd Year 2003-2004	3 rd Year 2004-2005
7991	Discipline	6	20	20	20	20

School Year	Total of taken credits:	Total of passed credits:	Average:
1 st Year 2002-2003	33	33	18.56
2 nd Year 2003-2004	34	34	17.25
3 rd Year 2004-2005	35	35	15.83

Total of taken credits: 102 Total of passed credits: 102 Total of grades: 1753.25

GPA: 17.18 (seventeen point eighteen) out of twenty

Final Written Average: 14.24 (fourteen point twenty four) out of twenty

It is certified that, this student has passed 96 credits (without grade of Discipline) in the field of "Physics & Mathematics" till school year 2004-2005 and graduated; she has completed and received three-year course of high school diploma; she is qualified to be graduated.

(Signed by the Registrar) (Signed & Sealed by the Principal of High School)

The signature of the principal and seal of high school are hereby authenticated without consideration to the contents.

(Signed & Sealed by the Director of Education Dept. Dist. 2 of Shiraz, Fars Province)

(Signed & Sealed by the Director of Secondary Education Dept. Dist. 2 of Shiraz, Fars Province)

Certified to be a true translation of the original Persian text.

January 15, 2015

Translation is accurate and translator is competent to translate

Official Translator to the Justice Department of IRI



This qualification represents completion of secondary education in Iran, a total of 11 years of primary and secondary education, combined. This format and color scheme began in the year 2003 (Bellin, 2014). Please see Example 60 for a fuller discussion of secondary and pre-university education in Iran.

[illegible]

English Translation: Certificate of Completion of Secondary Education Cycle (Iran) – 1 page

دکتر محمد جعفر جباری
مترجم رسمی زبان انگلیسی از کشایه جمهوری اسلامی ایران
عضو جامعه مترجمان رسمی ایران - شماره پروانه: ۴۰
شیراز - خیابان نصرالشت - طبقه: ۲۱۳۵۱۴۷۸
Mohammad Jafar Jabbari Ph.D.
Official English Translator of the Judiciary of the I.R.Iran
Add: Ghasroddasht Ave, Shiraz, Iran. Tel: +98 711 32356478

جمهوری اسلامی ایران
قوه قضائیه - اداره مترجمین رسمی

IN THE NAME OF GOD

OFFICIAL TRANSLATION
The Emblem of Islamic Republic of Iran
The Islamic Republic of Iran
Ministry of Education

Serial No.: [REDACTED]

Registration No.: [REDACTED]
Registration Date: April 8, 2006

HIGH SCHOOL DIPLOMA
Branch: Theory
Major: Physics & Mathematics

It is certified that: [REDACTED]

daughter of [REDACTED] holder of birth certificate No. [REDACTED] issued by registry office of Shiraz, born in [REDACTED] the student of Fereshtegan High School (44365708), related to Education Dept. Dist. 2 of Shiraz, Fars Province, with student No. [REDACTED] has successfully passed the final examinations of high school in the field of "Physics & Mathematics" till the end of June of school year 2004-2005, with GPA: 17.18 (seventeen point eighteen) and final written average of 14.24 (fourteen point twenty four) out of twenty; therefore this high school diploma is awarded to her.

Signed & Sealed by the Principal of High School
Signed & Sealed by the In-Charge of Examinations Dept. Dist. 2 of Shiraz
Signed & Sealed by the Director of Education Dept. Dist. 2 of Shiraz

Overleaf: This high school diploma under No. [REDACTED] is corresponded with examinations records in 2005 and authenticated. (Signed & Sealed by In-Charge of Examinations Dept. Dist. 2 of Shiraz)

B.

Certified to be a true translation of the original Persian text.
January 15, 2015
Official Translator to the Justice Department of IRI
Translation is accurate and translator is competent to translate



Example 62: Provisional Certificate of Completion of Secondary Education (Iran) – 1 page

It can take a few months before the final Certificate of Completion of Secondary Education Cycle is issued by the local Department of Education. In the meanwhile, a Provisional Certificate is issued by the school and is only valid for 6 months, as indicated below.

جمهوری اسلامی ایران
وزارت آموزش و پرورش
گواهی موقت پایان تحصیلات دوره متوسطه

شماره
تاریخ

ه استاذ آئین نامه آموزشی دوره سه ساله متوسطه نظر به اینکه

ختم / آقایی فرزند
با کد ملی
محل تولد تهران

ایران شناسنامه شماره	صادره از	شعبان	متولد سال	۱۳۷۲/۱۶
شماره دانش آموزی	دانش آموز	وحد آموزش	دانشجو	۱۳۷۲/۱۶
پرستار / منطقه / ناحیه	تهران ناحیه ۳	شهر تهران	تا پایان ماه	خرداد
سال تحصیلی	۹۰-۹۱	علوم تجربی	شاخه	نظری
با معدل کلی (با عدد)	۱۷/۳۵	هفده و سی و پنج صدم		
معدل کتبی نهایی (با عدد)	۱۳/۸۸	سیزده و هشتاد و هشت صدم		

بحد ۱۰۲ واحد را با موفقیت گذرانده و این گواهی به وی اعطا می گردد این گواهی برای نامبرده و صرفاً جهت ارائه به

صادر شده و ارزش دیگری ندارد

سخت مشخصات و سابقه تحصیلی مورد تأیید است

مسئول امور دولتی و امتحانات

م و نام خانوادگی
شماره ملی
مهر و امضاء

سخت مشخصات و سابقه تحصیلی با اطلاعات رایانه مطابقت دارد

مسئول خدمات دانشی

م و نام خانوادگی
شماره ملی
مهر و امضاء

تذکره: برای آگاهی از صحت و سقم اطلاعات این گواهی موقت دستگاه های دولتی و مؤسسات قانونی غیر دولتی که گواهی موقت جهت آگاهی صادر کرده اند است به منظور پیشگیری از هر گونه سوء استفاده احتمالی موظفند در اولین فرصت نسبت به نقض یا تأییدیه تحصیلی ارجع صادر کننده مدارک تحصیلی برای ضوابط اقدام نمایند در غیر این صورت وزارت آموزش و پرورش پاسخگوی مشکلات احتمالی ایجاد شده نخواهد بود

تسلیحات:

۱- طبق رای صادره در ششمین جلسه شورای عالی آموزش و پرورش مورخ ۱۳۷۸/۱۲/۲۶ گواهی های موقت پایان تحصیلات صادره برای داخل کشور به تأیید اداره آموزش و پرورش نیاز ندارد.

۲- اداره و سازمان آموزش و پرورش فقط در صورتی که دانش آموزان در خارج از کشور و ادامه تحصیل در مدارس خارج از کشور را دارا پس از اخراج از کشور، آن را تأیید نمایند.

۳- بر اساس مفاد نامه شماره ۱۳۰۲۰۷۸۸ مورخ ۸۱/۵/۱۳ دبیرخانه شورای عالی آموزش و پرورش جهت ارائه گواهی موقت به حوزه های نظام وظیفه، تأیید اداره آموزش و پرورش مربوط ضروری می باشد.

۴- در صورتی که آموزشگاهی به دلیل کمبود نیرو یا عدم بقاء نیرو فاقد مسئول امور دولتی و امتحانات یا خدمات دانشی باشد و این امور برابر مقررات به فردی اسلامی محول شده باشد، باید نام و نام خانوادگی وی در محل نسیب شده ثبت و توسط ایشان امضا شود و اگر مدیر متعصباً کار مورد نظر را انجام می دهد در محل مبروراً خطا نکرده (درج شود).

م و نام خانوادگی رئیس / مدیر اداره آموزش و پرورش
مهر و امضاء
مهر و امضاء

مهر و امضاء مدیر آموزش و پرورش

English Translation: Provisional Certificate of Completion of Secondary Education (Iran) – 1 page

OFFICIAL TRANSLATION	
ISLAMIC REPUBLIC OF IRAN MINISTRY OF EDUCATION <i>holder's photo affixed and sealed.</i>	
Date: 26 th September 2012	
PROVISIONAL CERTIFICATE OF SECONDARY SCHOOL STUDIES COMPLETION	
On the strength of the Secondary School Three Year Education Regulations,	
Whereas;	
[redacted], daughter of [redacted] bearer of National Identification No. [redacted] holder of ID Card No. [redacted] issued in Shemiran, born on [redacted] in Tehran, holder of Student's No. [redacted], a student of Daneshjou Educational Unit, Code No.10317216 at Tehran district 3 successfully completed by the June (school year 2011-2012) all of 102 units of the course titles in the field of Experimental Sciences, field code No.6 with total GPA of 17.35 (seventeen point thirty five), and final written materials GPA of 13.88 (thirteen point eighty eight) therefore, this Certificate is issued for the above-named and lacks any further value.	
The authenticity of particulars and educational records is verified. Clerk & Examinations Registrar, Maryam Fogh Azadi: Signed.	
The particulars and educational records conform to the computer information.	
In Charge of Automated Services, Maryam Fogh Azadi: Signed.	
Director of Non-Profit Daneshjou School Complex; Signed & Sealed.	
Seen for Authentication; Director of Tehran Education Department - District 3 Signed & Sealed.	
<i>The legal validity of this Certificate is maximum a period of six months, and shall be annulled after the issuance of the original certificate.</i>	
Note: For more information on the verity of the information provided by this Provisional Certificate, the governmental bodies and non-governmental institutes to whom this provisional certificate has been issued, shall have to make, at the earliest convenience, an enquiry on the confirmation of the academic records from the authority issuing the academic records, for the purpose of avoiding any eventual misuse; otherwise, Ministry of Education shall not stand liable to respond in case any eventual difficulty and problem arises.	
Remarks: 1. According to the Decision dated 16 th March 2000, issued in 645 th meeting of High Council of Education, the provisional certificates of completion of studies which are issued to be presented inside the country shall not require to be further confirmed by Education Department. 2. Education Department and Organization shall confirm the authenticity of the records only if the student intends to set off abroad and continue studies in the schools outside of the country. 3. Based on the contents of letter No.120/2018/8 dated 4 th August 2002 of Secretariat of Education High Council, a confirmation by the relevant Education Department shall be required if the Provisional Certificate is intended to be presented to the Conscription District.	

Example 63: Certificate of Completion of Pre-University Studies **(Iran) – 1 page**

This qualification represents an additional year after secondary education in Iran (11 + 1) and is the qualification required for entry into university, following the national university entrance examinations (*konkur*). The Certificate of Completion of Pre-University Studies will be removed from the educational system and will last be awarded in 2018. In 2019, students are expected to take the *konkur* directly after completion of upper secondary education (Education USA, 2018).

جمهوری اسلامی ایران
 وزارت آموزش و پرورش

گواهینامه پایان دوره پیش دانشگاهی

این گواهینامه به موجب این سند به دانش آموزان دوره پیش دانشگاهی اعطای می شود.

نام و نام خانوادگی: ... فرقه: ... دارای شماره کارت: ... شماره سال: ... تهران

دانش آموزان: ... پیش دانشگاهی: ... پیش دانشگاهی: ... پیش دانشگاهی: ...

استان: ... شهر: ...

پایه: ... (تاریخ: ...)

شماره: ... (تاریخ: ...)

این گواهینامه به موجب این سند به دانش آموزان دوره پیش دانشگاهی اعطای می شود.

این گواهینامه به موجب این سند به دانش آموزان دوره پیش دانشگاهی اعطای می شود.

English Translation: Certificate of Completion of Pre-University Studies (Iran) – 1 page

English translations are commonly issued by one of the many translators attached to the Ministry of Justice and are accompanied by copies of the educational records on which they are based. It is important to note that the stamps of the translator or Ministry of Justice are not an indication of authentication of the academic records.

شماره ۲۹۲۱۶۹ سری ۴۷۹
ردیف دفتر ثبت
جمهوری اسلامی ایران
توضیح: این - اوراق مترجمین می باشد

مرحله دولتی (ش.پ.ا)
مترجم رسمی زبان انگلیسی - تهران: ضلع جنوب شرقی میدان انقلاب
شماره ۵، طبقه اول، واحد ۳، تهران: ۶۶۶۰-۱۳۳۱-۶۶۶۶۵۹۶۶
MARJANEH SOLTANI: License No. 581, Official Translator to the
Judiciary IRAN, No. 5, 1st Fl., # 4, Enghelab St, Tehran,
TRANSLATION OFFICE. Tel: (+98-21) 6667341-66663946

OFFICIAL TRANSLATION

EMBLEM
ISLAMIC REPUBLIC OF IRAN
MINISTRY OF EDUCATION

Scaled Photo of Holder

CERTIFICATE OF COMPLETION OF PRE-UNIVERSITY COURSE

By virtue of the decision made at 629th session of supreme council of education on Dec. 31, 1998, whereas,

son of [REDACTED] ID card No. [REDACTED] issued in Tehran, born in [REDACTED] in Tehran, with student No. [REDACTED] student of Dr. Hesabi Pre-university Center, in Tehran City, Dist. 6, Tehran Province, passed all subjects in the field of Mathematical Science through the 2nd Semester of school year 2010-2011, with a GPA 15.59 (out of 20.00), this certificate is awarded to him.

Discipline: 20.00
Reg. Number: [REDACTED]
Date of Reg.: Dec. 04, 2011
Serial No.: [REDACTED]

Signed & Sealed: Houshang Malekpour, Principal of Pre-university Center
Signed & Sealed: Farshid Jafari, Chairman of the Board of Examiners
Signed & Sealed: Zahra Parvazi Moghaddam, Director of Tehran Education Dept., Dist. 6
Signed & Sealed: Director General of Tehran City Education Department

**** This certificate is issued in one copy and no transcript or duplicate is issued.**

TRUE TRANSLATION CERTIFIED Sept. 25, 2016 Arshi-Armen Khechadorian-3

Only the signature of the translator is certified
The signature of the translator is not subject to confirmation
The authenticity of the translation and
of the accuracy of the translated document
Department of Official Translators' Affairs
of the Judiciary of the Islamic Republic of Iran

ISLAMIC REPUBLIC OF IRAN
Ministry of Education
The authenticity
of the text & signature
marked (X) is certified
without any consideration
of the contents.

27 SEP 2016 - 33463

Example 64: Enlargement of Seals (Iran)– 1 page

English translations often bear the seal of a translator attached to the Ministry of Justice. When documents are prepared for international use, they are also taken for certification (stamping) by the Ministry of Foreign Affairs. Their seals, however, are not an authentication of the contents of the records.



Only the authenticity of the seal and signature of the Official Translator is certified. This certification does not include confirmation of the accuracy of the translation and the authenticity of the translated document. Department of Official Translators' Affairs of the Judiciary of the Islamic Republic of Iran.

The authenticity of the seal & signature marked (X) is certified without any consideration of the contents.

Example 65: Corresponding Transcript for Pre-University Certificate (Iran) – 1 page

It is not uncommon for certified copies to be produced in Iran. However, they must be certified by the appropriate body that can authenticate the contents, as in the example below. This document may be regarded as an official document, and the certifying stamp in green is from the Ministry of Education.

[illegible]

Example 66: Copy of the Corresponding Transcript for Pre-University Certificate, Certified by a Translator (Iran) – 1 page

This example is certified by a Translator attached to the office of the Ministry of Justice. This copy would be regarded as an unofficial document.

محل درج
عکس

نگارش کارنامه
۱/۲۷

اسم خانوادگی: [نام خانوادگی]

نام پدر: [نام پدر]

شماره شناسنامه: [شماره شناسنامه]

محل صدور شناسنامه: [محل صدور شناسنامه]

کد دانش آموز: [کد دانش آموز]

استان: [استان]

منطقه اداری: [منطقه اداری]

مرکز آموزش پیش دانشگاهی: [مرکز آموزش پیش دانشگاهی]

علوم ریاضی پیش دانشگاهی: [علوم ریاضی پیش دانشگاهی]

جمهوری اسلامی ایران

وزارت آموزش و پرورش

کارنامه فارغ التحصیلی

دوره پیش دانشگاهی

سال تحصیلی: ۸۹-۹۰

فصل دوم

تیمسال: ۹۳/۱۱/۹۰

ردیف	کتاب	نام درس	تعداد		نمرات تطبیقی	نمرات اول	نیمسال اول	نیمسال دوم	مجموع	معدل
			واحد	قبولی						
۱	۱۳۷۱	زمان خارج (۱) پ.د.پ	۲۰	۲	۲۰	۲۰				
۲	۱۳۷۹	فیزیک (۱) ریاضی (پ.د.پ)	۱۷	۴	۱۷	۱۷				
۳	۱۴۰۱	معارف اسلامی (۱) پ.د.پ	۱۸/۷۵	۱	۱۸/۷۵	۱۸/۷۵				
۴	۱۴۰۳	زمان فارسی (۱) پ.د.پ	۱۷/۷۵	۱	۱۷/۷۵	۱۷/۷۵				
۵	۱۴۳۵	شیمی ۱ پ.د.پ	۱۹	۲	۱۹	۱۹				
۶	۱۴۵۷	حساب دیفرانسیل و انتگرال	۱۰/۲۵	۲	۱۰/۲۵	۱۰/۲۵				
۷	۱۴۵۸	هندسه تحلیلی و جبر خطی پ.د.پ	۱۳/۷۵	۲	۱۳/۷۵	۱۳/۷۵				
۸	۱۳۷۲	زمان خارج (۲) پ.د.پ	۱۸/۵۰	۲	۱۸/۵۰	۱۸/۵۰				
۹	۱۳۸۰	فیزیک (۲) ریاضی (پ.د.پ)	۱۵	۲	۱۵	۱۵				
۱۰	۱۴۰۲	معارف اسلامی (۲) پ.د.پ	۲۰	۱	۲۰	۲۰				
۱۱	۱۴۰۵	زمان فارسی (۲) پ.د.پ	۱۶/۷۵	۱	۱۶/۷۵	۱۶/۷۵				
۱۲	۱۴۲۰	شیمی ۲ پ.د.پ	۱۸	۲	۱۸	۱۸				
۱۳	۱۴۵۹	حساب دیفرانسیل و انتگرال	تشریح	۲	تشریح	تشریح				
۱۴	۱۴۶۰	ریاضیات گسسته (پ.د.پ)	۱۰/۵۰	۲	۱۰/۵۰	۱۰/۵۰				
۱۵	۱۴۰۷	انطباق پ.د.پ	۲۰	۲	۲۰	۲۰				

گرفته

قبولی

معدل

تعداد واحد درسی

معدل کل

معدل

گزارش می شود دانش آموز از امتحانات فوق سال تحصیلی ۸۹-۹۰ دوره نیمسال دوم واحد درس مربوط به رشته علوم ریاضی پیش دا را در دوره پیش دانشگاهی دامو ثبت گذرانده است.

رئیس آموزش و پرورش منطقه

مهر و امضاء

مسئول ثبت نمرات

پدیده جابری

مهر و امضاء

English Translation: Corresponding Transcript for Pre-University Certificate (Iran) – 1 page

شماره ۲۹۲۲۹۴ سری ظ

ردیف دفتر ثبت ۱۴۶۹

توضیحات: اداره مترجمین رسمی



جمهوری اسلامی ایران

مهرجانه سلفاطی (ش.پ.ا)

مترجم رسمی زبان انگلیسی - تهران، ضلع جنوب شرقی میدان انقلاب

شماره ثبت: ۵۶۴۰۱۳۳۱-۵۶۴۰۵۱۳۳۱

MARJANEH SOLTANI: License No. 5881, Official Translator to the Judiciary IRAN, No. 5, 1st Fl., B. 4, Enghelab Sq. Tehran, TRANSLATION OFFICE Tel: (+98-21) 66401331-66405134

OFFICIAL TRANSLATION

IN THE NAME OF GOD
ISLAMIC REPUBLIC OF IRAN
MINISTRY OF EDUCATION
TRANSCRIPT OF PRE-UNIVERSITY EDUCATION GRADES

Tehran City, Tehran Education Department, Dist. 6
Dr. Hesabi Pre-university Center- Code: 10640809

Name & Surname: _____
 Father's name: _____ ID Card No. & Place of Issue: _____
 Date of Birth: _____
 Student No.: _____
 Field of Study: Mathematical Science [Pre-university]
 2nd Semester of School Year 2010-2011

Grading System: Minimum: 0; Maximum: 20

Code	Subjects	Credit	Passing grade	School year 2010-2011	
				1 st Semester	2 nd Semester
1371	English Language I	2	20.00	20.00	
1379	Physics I	2	17.00	17.00	
1401	Islamic Studies I	1	18.75	18.75	
1403	Persian Language I	1	17.75	17.75	
1435	Chemistry I	2	19.00	19.00	
1457	Differential Calculus & Integral	2	10.25	10.25	
1458	Analytical Geometry & Linear Algebra	2	13.75	13.75	
1372	English Language II	2	18.50		18.50
1380	Physics II	2	15.00		15.00
1404	Islamic Studies II	1	20.00		20.00
1405	Persian Language II	1	16.75		16.75
1440	Chemistry II	2	18.00		18.00
1459	Differential Calculus & Integral	2	08.50-Note		08.50
1460	Discrete Mathematics	2	10.50		10.50
1407	Discipline	--	20.00	20.00	20.00
TAKEN CREDITS				12	12
PASSED CREDITS				12	10
AVERAGE				16.38	14.81

Total Taken Credits: 24 Total Passed Credits: 24
 Total Points: 374.25 GPA: 15.59 (out of 20.00)

The Student passed 24 Credits in the field of **Mathematical Science** upto the 2nd Semester of school year 2010-2011.

Signed: Yadollah Jafari, Registrar
 Signed & Sealed: Houshang Malekpour, Principal of the Pre-university Center
 Signed & Sealed: Director of Tehran Education Department, Dist. 6
 Signed & Sealed: Director General of Tehran City Education Department

TRUE TRANSLATION CERTIFIED Sept. 25, 2016




Arshadman Khechadorian-2

Only the authorized person is certified of the Official Translation and the accuracy of the translation and the content of the translated documents.



27 SEP 2016

- 93463



Example 67: University Transcript (Iran) – 3 pages

Transcripts in Iran will typically list the subjects taken, along with credits and grades. Although this transcript does contain degree-related details, not all transcripts are standardized in confirming the qualification. For this reason, it is not sufficient on its own for proof of the award of the degree in Iran. The final degree certificate should be requested for this purpose.

صفحه: ۱ از ۲

اطلبو العلم من المهد الى الحد
دانشگاه آزاد اسلامی - واحد تهران جنوب

نام و نام خانوادگی: _____ تاریخ: _____
شماره: _____ شماره: _____

روز نمرات: _____
شماره از تهران: _____
در رشته: _____
در مقطع: _____
فهرست دروس و ریز نمرات تکمیل شده در طی دوره تحصیلی به شرح زیر می باشد

ردیف	سال و نیمسال تحصیلی	نام درس	نوع درس	تعداد واحد	نمره	انتخاب واحد
مشخصات دروس						
ارزشیابی دروس						
		نظری	عملی	بمقدار	بمقدار	بمقدار
		۳	۰	۱	۲	۳
۱	اول ۸۲-۸۵	زبان فارسی	عمومی	۳	۰	۱۸/۵
۲	اول ۸۲-۸۵	خودشناسی	پایه	۱	۱۹/۵	۵۸/۵
۳	اول ۸۲-۸۵	تاریخ معاصر و ساخت	پایه	۰	۱۹	۳۸
۴	اول ۸۲-۸۵	تاریخ و معاصر	پایه	۱	۲۰	۶۰
۵	اول ۸۲-۸۵	ریاضیات و آمار	پایه	۳	۰	۵۱
۶	اول ۸۲-۸۵	آشنایی با سازمانها	انتخابی	۲	۰	۳۸
۷	اول ۸۲-۸۵	ریاضی پیش دانشگاهی	مهندسی	۲	۰	۳۱
۸	دوم ۸۲-۸۵	تاریخ معاصر ۱	عمومی	۰	۱	۲۰
۹	دوم ۸۲-۸۵	آشنایی با سازمانها	پایه	۱	۲۰	۴۰
۱۰	دوم ۸۲-۸۵	خودشناسی و معاصر	پایه	۱	۱۶/۵	۲۳
۱۱	دوم ۸۲-۸۵	مفاهیم پایه و معاصر	پایه	۱	۱۹/۷/۵	۹۸/۷/۵
۱۲	دوم ۸۲-۸۵	آشنایی	اصلی	۳	۰	۳۰
۱۳	دوم ۸۲-۸۵	مفاهیم پایه و معاصر	اصلی	۱	۱۹	۳۸
۱۴	دوم ۸۲-۸۵	آشنایی با سازمانها	عمومی	۲	۰	۳۷
۱۵	دوم ۸۲-۸۵	آشنایی با سازمانها	عمومی	۲	۱۸	۳۶
۱۶	اول ۸۵-۸۶	آشنایی با سازمانها	پایه	۱	۲۰	۴۰
۱۷	اول ۸۵-۸۶	آشنایی با سازمانها	پایه	۱	۲۰	۴۰
۱۸	اول ۸۵-۸۶	مفاهیم پایه و معاصر	پایه	۱	۱۸/۵	۹۲/۵
۱۹	اول ۸۵-۸۶	خودشناسی	اصلی	۱	۱۹	۳۸
۲۰	اول ۸۵-۸۶	مفاهیم پایه و معاصر	اصلی	۳	۰	۳۸
۲۱	اول ۸۵-۸۶	آشنایی با سازمانها	عمومی	۲	۱۷/۵	۳۵
۲۲	اول ۸۵-۸۶	مفاهیم پایه و معاصر	عمومی	۲	۱۹/۵	۳۹
۲۳	اول ۸۵-۸۶	تاریخ معاصر و معاصر	عمومی	۳	۰	۴۰

نمرات و نمرات در این برگه از سوابق نیمسال اول ۱۳۸۵-۱۳۸۶

دکتر احمد احمدی
معاون دانشجو

دانشگاه آزاد اسلامی - واحد تهران جنوب

اطلبو العلم من المهد الى اللحد
دانشگاه آزاد اسلامی - واحد تهران جنوب

صفحه: ۲ از ۳

ریز نمرات: ...
صادره از تهران: ...
متولد: ۱۳۶۶ ...
دوره: نیمسال اول ۱۳۸۵-۱۳۸۶ ...
فارغ التحصیل: ۱۳۸۵/۵/۱ ...
نظام: ناموقت ...
مهندسی معماری ...
درمقطع کارشناسی ...
فهرست دروس و ریز نمرات نامبرده در طی دوره تحصیلی به شرح زیر می باشد

ردیف	سال و تحصیلی	نام درس	مشخصات درس				ارزشیابی درس	
			نوع درس	تعداد واحد	نظری	عملی	پسداد	نمره
۲۴	دوم ۸۵-۸۶	برسخت بندی ۲	عمومی	۰	۱	۱۷	هفته نهم	۱۷
۲۵	دوم ۸۵-۸۶	رومیزی خدمت ایام فرا	عمومی	۱	۰	۱۷	هفته نهم	۱۷
۲۶	دوم ۸۵-۸۶	آشنایی با معماری جهان	اشکالی	۲	۰	۲۰	پست نهم	۴۰
۲۷	دوم ۸۵-۸۶	برداشت از بناهای تاریخی	اشکالی	۰	۳	۲۰	پست نهم	۶۰
۲۸	دوم ۸۵-۸۶	سازه های بتنی	اشکالی	۲	۰	۱۷	هفته نهم	۲۴
۲۹	دوم ۸۵-۸۶	شرح معماری (۱)	اشکالی	۱	۴	۱۸/۵	هفته و نیم	۹۲/۵
۳۰	دوم ۸۵-۸۶	سازه های سبک	اختیاری	۰	۲	۱۷/۵	هفته و نیم	۲۵
۳۱	دوم ۸۵-۸۶	تحقیق اسکانی (اسکانی و مسکن)	عمومی	۲	۰	۲۰	پست نهم	۴۰
۳۲	اول ۸۶-۸۷	خراسی	عمومی	۳	۰	۲۰	پست نهم	۶۰
۳۳	اول ۸۶-۸۷	آشنایی با معماری اسلامی	اشکالی	۳	۱	۱۹/۵	نوزده و نیم	۷۸
۳۴	اول ۸۶-۸۷	تقسیم شرایط محیطی	اشکالی	۲	۰	۲۰	پست نهم	۴۰
۳۵	اول ۸۶-۸۷	ساختن ۱	اشکالی	۲	۰	۲۰	پست نهم	۴۰
۳۶	اول ۸۶-۸۷	روستایی (۱)	اشکالی	۱	۲	۱۹/۵	نوزده و نیم	۵۸/۵
۳۷	اول ۸۶-۸۷	شرح معماری (۲)	اشکالی	۱	۴	۱۹/۵	نوزده و نیم	۹۷/۵
۳۸	دوم ۸۶-۸۷	آشنایی با معماری معاصر	اشکالی	۲	۰	۱۸	هفته نهم	۲۶
۳۹	دوم ۸۶-۸۷	شبیهات الکتریکی (دروست)	اشکالی	۲	۰	۲۰	پست نهم	۴۰
۴۰	دوم ۸۶-۸۷	شبیهات مکانیکی	اشکالی	۲	۰	۲۰	پست نهم	۴۰
۴۱	دوم ۸۶-۸۷	ساختن (۲) و گزارش کارگاه	اشکالی	۲	۱	۱۸/۷/۵	هفته و هشتاد و پنج صدم	۵۶/۲/۵
۴۲	دوم ۸۶-۸۷	روستایی (۲)	اشکالی	۱	۲	۱۹/۵	نوزده و نیم	۵۸/۵
۴۳	دوم ۸۶-۸۷	شرح معماری (۳)	اشکالی	۱	۴	۱۹/۵	نوزده و نیم	۹۷/۵
۴۴	دوم ۸۶-۸۷	تاریخ تعلیمی مدرسه	عمومی	۲	۰	۲۰	پست نهم	۴۰
۴۵	اول ۸۷-۸۸	سبکی نظری معماری	اشکالی	۳	۰	۲۰	پست نهم	۶۰
۴۶	اول ۸۷-۸۸	متره و متره	اشکالی	۱	۱	۱۸/۵	هفته و نیم	۲۷

دانشگاه آزاد اسلامی - واحد تهران جنوب
دکتر احمد ...
وکیل ...

دانشگاه آزاد اسلامی - واحد تهران جنوب
دکتر احمد ...
وکیل ...

دکتر احمد ...
معاون دانشجویی

اطلبو العلم من المهد الى اللحد
دانشگاه آزاد اسلامی - واحد تهران جنوب

صفحه: ۳ از ۳

ریمز نمرات: ...
صادره از: تهران ...
درمقطع: کارشناسی ...
در رشته: مهندسی معماری ...
نظام: نمره اول ...
فارغ التحصیل: ۱۳۸۸/۵/۱ ...

فهرست دروس و ریمز نمرات نامبرده در طی دوره تحصیلی به شرح زیر می باشد

ردیف	سال و نیمسال تحصیلی	نام درس	نوع درس	تعداد واحد	نمره	امتیاز واحد
				نظری	عملی	پسرو
۲۷	اول ۸۸-۸۷	تحلیل فضاهای شهری	تخصصی	۲	۱	۱۸
۲۸	اول ۸۸-۸۷	آشنایی با مرمت آیینی	تخصصی	۲	۱	۱۹/۷۵
۲۹	اول ۸۸-۸۷	شرح مبانی (۹)	تخصصی	۱	۴	۲۰
۵۰	اول ۸۸-۸۷	شرح مبانی فنی	تخصصی	۱	۲	۱۸
۵۱	اول ۸۸-۸۷	آشنایی با فرمان کسب	عمومی	۱	۰	۲۰
۵۲	دوم ۸۸-۸۷	معماری و تکنیکات کارگذاشته	اساسی	۱	۱	۱۸/۵
۵۳	دوم ۸۸-۸۷	آشنایی با مبانی برنامه ریزی کلان	تخصصی	۱	۱	۱۷/۵
۵۴	دوم ۸۸-۸۷	شرح مبانی (۵)	تخصصی	۱	۴	۱۹
۵۵	دوم ۸۸-۸۷	شرح نهایی	پروژه	۰	۶	۲۰
جمع کل واحدهای گذرانده شده: ۱۴۶ یکصد و چهل و شش تمام						
جمع کل واحدهای معاینه شده در معدل: ۱۴۶ یکصد و چهل و شش تمام						
میانگین کل: ۱۹/۰۲ نوزده و دو صدم						

توضیحات:

- ☒ در سیمست آموزشی دانشگاه در مقطع هر نیمسال تحصیلی برای هر یک واحد نظری ۱۶ ساعت و عملی ۲۲ ساعت و عملیات کارگاه ۴۸ ساعت آموزش ارائه می شود
- ☒ معیار ارزشیابی دروس از نمره صفر تا بیست می باشد حداقل نمره قبولی در مقاطع کارشناسی و کارشناسی ارشد ۱۰ کارشناسی ارشد ۱۲ و دکتری تخصصی ۱۴ است



دکتر احمد اسدی
معاون دانشجویی

- ☒ ریمز نمرات فوق بدون هرگونه خط خوردگی و خدشه اعتبار دارد و به هیچ وجه
- امور فارغ التحصیلان دانشگاه ثبت و تأیید شده است

English Translation: University Transcript (Iran) – 2 pages



جمهوری اسلامی ایران
وزارت معارف و اوقاف و صنایع مستظرفه

خداداد موفّر
شماره پروانه: ۲۱۱، تهران، مازندران، خیابان ولیعصر، پلاک ۲۱۹
تهران، خیابان ولیعصر، پلاک ۲۱۹، تهران، مازندران، خیابان ولیعصر، پلاک ۲۱۹
تلفن: ۸۸۷۱۲۵۱ - فکس: ۸۸۷۱۲۵۰ - ۸۸۷۱۲۵۱

۸۹۲۷۵۵ شماره
دفتر ثبت

Official Translation from Persian

Logo

Islamic Azad University
South Tehran Branch

TRANSCRIPT OF GRADES

No.: [REDACTED]
Date: April 05, 2014

Transcript of [REDACTED]

daughter of [REDACTED], holder of ID Card No. [REDACTED] issued in Tehran, born in 1987, admitted to this university in the first semester of the academic year 2005-2006 and graduated on July 23, 2009 with a Full-time Bachelor's Degree in *Architectural Engineering*.

Course Title	Semester	Type	Credit		Grade	Points
			Theo.	Prac.		
English Language	1 st of 2005-06	*G	3	0	18.5	55.5
Applied Geometry	1 st of 2005-06	B	1	2	19.5	58.5
Materials & Construction Workshop	1 st of 2005-06	B	0	2	19	38
Environmental Perception & Expression	1 st of 2005-06	B	1	2	20	60
Mathematics & Statistics	1 st of 2005-06	B	3	0	17	51
Introduction to Other Arts	1 st of 2005-06	O	2	0	19	38
Pre-university Mathematics	1 st of 2005-06	P	2	0	15.5	31
Physical Education I	2 nd of 2005-06	G	0	1	20	20
Architectural Expression I	2 nd of 2005-06	B	1	1	20	40
Perspective Geometry	2 nd of 2005-06	B	1	1	16.5	33
Preliminaries of Architectural Design I	2 nd of 2005-06	B	1	4	19.75	98.75
Statics	2 nd of 2005-06	M	2	0	15	30
Strength of Materials	2 nd of 2005-06	M	1	1	19	38
Islamic Thought I	2 nd of 2005-06	G	2	0	18.5	37
Islamic Revolution of Iran	2 nd of 2005-06	G	2	0	18	36
Architectural Expression II	1 st of 2006-07	B	1	1	20	40
Human, Nature, Architecture	1 st of 2006-07	B	1	1	20	40
Preliminaries of Architectural Design II	1 st of 2006-07	B	1	4	18.5	92.5
Surveying	1 st of 2006-07	M	1	1	19	38
Strength of Materials & Metal Structures	1 st of 2006-07	M	2	0	19	38
Islamic Thought II	1 st of 2006-07	G	2	0	17.5	35
Subject-oriented Interpretation of Quran	1 st of 2006-07	G	2	0	19.5	39
Population & Family Planning	1 st of 2006-07	G	2	0	20	40
Physical Education II	2 nd of 2006-07	G	0	1	17	17
Imam Khomeini's Testament	2 nd of 2006-07	G	1	0	17	17
Introduction to the World Architecture	2 nd of 2006-07	M	2	0	20	40
Perception of Historic Buildings	2 nd of 2006-07	M	0	3	20	60
Concrete Structures	2 nd of 2006-07	M	2	0	17	34
Architectural Design I	2 nd of 2006-07	M	1	4	18.5	92.5
Modern Structures	2 nd of 2006-07	O	2	0	17.5	35
Islamic Ethics (Fundamentals & Concepts)	2 nd of 2006-07	G	2	0	20	40
Persian Language	1 st of 2007-08	G	3	0	20	60

شماره پروانه ۲۱۴



جمهوری اسلامی ایران

ردیف دفتر ثبت

توقیف شده - اداره مترجمین رسمی

خدمات موافق
شماره پروانه ۲۱۴ تهران، مرکز جغرافیایی زبان انگلیسی
خیابان میرزا شریعتی، پلاک ۱۱۹
میدان اول، تهران: ۸۵۷۲۳۱۱ - تلفن: ۸۵۷۲۳۱۱ - فکس: ۸۵۷۲۳۱۱

Khodadad Movaghar
Official English Translator, Permit No. 214 Tehran
No. 119, Mirza Shariati Ave., Azad Univ. St.,
Tel.: +98 21 88106520 Fax: +98 21 88702478

Introduction to the Islamic Architecture	1 st of 2007-08	M	3	1	19.5	78
Environmental Conditions Control	1 st of 2007-08	M	2	0	20	40
Building I	1 st of 2007-08	M	2	0	20	40
Village I	1 st of 2007-08	M	1	2	19.5	58.5
Architectural Design II	1 st of 2007-08	M	1	4	19.5	97.5
Introduction to the Contemporary Architecture	2 nd of 2007-08	M	2	0	18	36
Electrical Installations (Light & Sound)	2 nd of 2007-08	M	2	0	20	40
Mechanical Installations	2 nd of 2007-08	M	2	0	20	40
Building II & Workshop Report	2 nd of 2007-08	M	2	1	18.75	56.25
Village II	2 nd of 2007-08	M	1	2	19.5	58.5
Architectural Design III	2 nd of 2007-08	M	1	4	19.5	97.5
Analytical History of Early Islam	2 nd of 2007-08	G	2	0	20	40
Theoretical Fundamentals of Architecture	1 st of 2008-09	M	3	0	20	60
Measurement & Estimation	1 st of 2008-09	M	1	1	18.5	37
Urban Spaces Analysis	1 st of 2008-09	S	2	1	18	54
Introduction to Restoration of Buildings	1 st of 2008-09	S	2	1	19.75	59.25
Architectural Design IV	1 st of 2008-09	S	1	4	20	100
Technical Design	1 st of 2008-09	S	1	2	18	54
Introduction to Holy Quran	1 st of 2008-09	G	1	0	20	20
Workshop Organization & Management	2 nd of 2008-09	M	1	1	18.5	37
Introduction to Fundamentals of Skeletal Planning	2 nd of 2008-09	S	1	1	17.5	35
Architectural Design V	2 nd of 2008-09	S	1	4	19	95
Final Design	2 nd of 2008-09	P	0	6	20	120

*Abbreviations: G=General, B=Basic, P=Preliminary, M=Main, S=Specialized, O=Optional, P=Project

Student's Name:

Total Credits Passed: 146

Total Credits Calculated in GPA: 146

Cumulative GPA: 19.02 (out of 20)

Note:

- During each semester, each theoretical credit is presented in 16 hours, each practical credit in 32 hours, and workshop in 48 hours of education.
- The courses grades range from 0 to 20. The minimum passing grade in associate's and bachelor's degree levels is 10; that for master's and doctorate degrees are 12 and 14, respectively.

This transcript of grades has been extracted from the records of the first semester of 2005-2006. The present Transcript of Grades is valid without erasure and/or alteration and was registered in the Graduates' Affairs Department under No. 93000957, dated April 12, 2014.

Signed & Sealed:

Students' Affairs Deputy
Dean of South Tehran Branch
Director-General of Graduates' Affairs
Islamic Azad University

True Translation Certified.



Example 68: Final Degree Certificate (Iran) – 1 page

Final degree certificates are typically issued in landscape format, such as the one below. The final degree certificate should be requested as proof of the degree. The transcript on its own and/or the provisional degree certificate are insufficient proof.



Example 69: Provisional Degree Certificate (Iran) – 1 page

Provisional degree certificates may be issued if the coursework has been completed but there are still outstanding requirements to be met, such as the social or military service. For this reason, the provisional degree certificate is not sufficient proof of the award of the degree in Iran.

بسم الله الرحمن الرحيم
 ریاست‌العلمین آستان قدس اسلامی و دفتر اعزام مأموران

جمهوری اسلامی ایران
 وزارت علوم، تحقیقات و فناوری

دانشگاه پیام نور

گواهینامه موقت پایان تحصیلات
 (دوره کارشناسی)

به موجب ماده ۵۷ آیین نامه آموزشی دانشگاه مصوب مورخ ۱۳۸۰/۷/۱۸ شورای دانشگاه:
 بدینوسیله گواهی می شود:

خانم / آقای: [نام] (صاحب عکس فوق) فرزند [نام] دارای [نام]
 شناسنامه شماره: [شماره] کدملی: [کدملی]
 صادره از: [مکان] قائمشهر متولد سال: [سال] پذیرفته شده
 سال تحصیلی: ۱۳۸۰-۸۱ در تاریخ ۱۳۸۷/۱۱/۳۰ دوره کارشناسی پیوسته رشته [رشته]
 (گرایش: [گرایش] عمومی) را در دانشگاه پیام نور مرکز / واحد [نام]
 میانگین کل: ۱۵/۵۲ به حروف: [حروف] با [نام]
 به اخذ درجه کارشناسی نائل گردیده است.
 این گواهی فقط به منظور بهره مندی از مزایای آن صادر شده است و با ارائه آن دانشنامه نامبرده پس از طی مراحل قانونی
 صادر و تسلیم دارنده آن خواهد شد.
 این گواهی تا صدور دانشنامه اعتبار دارد.

رئیس دانشگاه پیام نور - استان مازندران
 دکتر ابوالقاسم انبی هاشمی

معاون آموزشی
 دکتر رضا نجمیان

انتشار امیری
 مرکز رسمی ترجمه اسناد دولتی جمهوری اسلامی ایران
 نقشه جامع معینان رسمی ایران
 میدان ولیعهد، جنب پل وادان، پلاک ۱۸، طبقه اول، تهران - ۱۹۵۱۴
 آشنایان امیری - Official English Translator to the Justice Administration
 of I.R. Iran, Member of Iranian Association of Official Translators
 Unit 2, 1st Floor, No. 2451, Corner of 18th St., Vahid Sq., Tehran (Tel: 55159582)

۲۹۳۵۰۹
 ردیف دفتر ثبت
 قوه قضائیه - اداره مترجمین رسمی

Emblem of Iran
 Islamic Republic of Iran
 Ministry of Science, Research and Technology

Payam-E-Noor University

14 JUL 2014
 16193

PROVISIONAL CERTIFICATE OF COMPLETION OF STUDIES
 (Bachelor's Degree)

Photo of the holder affixed and sealed
 Ref. No.:
 Date: May 09, 2009

M.H. GHOREISHI
 LEGALIZATION OFFICER

By virtue of Art. 57 of Educational By-laws of University approved on Oct. 10, 2001 of the Council of University:

This is to certify that (holder of affixed photo), daughter of holder of birth certificate no. , issued at Ghaemshahr, born in , matriculated in the nationwide universities examinations in the academic year 2001-2002 has successfully completed the Continuous Bachelor's Degree Course in the field of Biology – majoring in General on Payam-E-Noor University, Sary branch on Feb. 18, 2009 with G.P.A: 15.52 and received the Bachelor's Degree.

This provisional diploma of Bachelor's Degree is conferred upon her to enable her to benefit from all honors and privileges thereto appertaining, and by returning certificate the original Bachelor's Degree of the named person will issue after legal process.

This certificate shall be valid up to issuance of the original Bachelor's Degree.

Signed and sealed:
 Dr. Reza Lahmian, Educational Deputy
 Dr. Abolghasem Asnaashari, President of Payam-E-Noor University, Mazandaran Province

The seal and signature of authorities of university are authenticated.
 Mr. Mohammad Hassan Yousefi, Director General of Domestic Students Affairs Department, Ministry of Science, Research and Technology, signed and sealed.

Having signed the original document, I hereby certify that the above is a true translation of the original.
 July 12, 2014
 Department of Official Translators' Affairs
 of the Judiciary of the Islamic Republic of Iran

Ashar Amiri
 Official Translator of the Judiciary License No. 816

Example 70: Transcript Issued in English (Iran) – 2 pages

Transcripts in English are often issued for the purpose of applying abroad, when students have not yet completed their obligations to the government (e.g., military service). Official transcripts in Farsi are not issued until such obligations are fulfilled.

In The Name Of God
University of Tehran
Transcript of University Grades

 Student No : [REDACTED] First Name : [REDACTED] Last Name : [REDACTED] ID.No : [REDACTED] Date of Birth : [REDACTED] Graduation Date : 02/19/2014		Faculty : Kish International Campus Department : Architecture Major : Architectural Engineering Total Passed Units : 150 GPA : 18.07 Level : Bachelor	
Academic Year 2009-2010 1st. Semester EXCELLENT IN TERM			
Course Title	Credit	Grade	Effect
Perkins Literature	3	18	
Islamic Knowledge 1	2	17.5	
Practical Geometry	3	18.75	
Preliminary Architectural Expression	2	18	
Environmental Communication	3	18.25	
Islamic Revolution & its Roots	2	17	
Semester GPA	Registered Unit(s)	Semester Passed Unit(s)	Total Passed Unit(s)
18.00	15	15	15
			Cumulative GPA
			18.00
Academic Year 2009-2010 2nd. Semester EXCELLENT IN TERM			
Course Title	Credit	Grade	Effect
Islamic Knowledge 2	2	17.5	
Building Materials	2	17.5	
Statics	2	19.5	
Introduction to Architecture 1	5	19.25	
Architectural Communication 1	2	18	
Geometry and Architecture	2	19	
Human, Nature and Architecture	2	18.75	
History of Islam	2	18	
Semester GPA	Registered Unit(s)	Semester Passed Unit(s)	Total Passed Unit(s)
18.57	19	19	34
			Cumulative GPA
			18.32
Academic Year 2010-2011 1st. Semester EXCELLENT IN TERM			
Course Title	Credit	Grade	Effect
Physical Education 1	1	20	
Surveying	2	17	
Introduction to Architecture 2	5	17	
Architectural Communication 2	2	17	
Islamic Architecture 1	3	17	
Materials and Steel Structures	3	19	
Semester GPA	Registered Unit(s)	Semester Passed Unit(s)	Total Passed Unit(s)
17.56	16	16	50
			Cumulative GPA
			18.08
Academic Year 2010-2011 2nd. Semester EXCELLENT IN TERM			
Course Title	Credit	Grade	Effect
Physical Education 2	1	19.5	
Introduction to World Architectural	2	17	
Architectural Design 1	5	18.5	
Structing 1	1	18	
Concrete Structures	2	18.25	
Contemporary Architecture	2	17	
Design Process	2	16	
Environmental Control of Build	2	15.5	
Population and family planning	1	15.5	
Designing in Crisis	2	20	
Semester GPA	Registered Unit(s)	Semester Passed Unit(s)	Total Passed Unit(s)
17.45	20	20	70
			Cumulative GPA
			17.95
Academic Year 2011-2012 1st. Semester EXCELLENT IN TERM			
Course Title	Credit	Grade	Effect
Computer Application in Architecture	2	19.5	
Electrical - Acoustics	2	16.25	
Building Systems	2	15	
Interior Design	2	17.5	
Architectural Design 2	5	18	
Sketching 2	1	18.5	
Building Construction 1	2	12.5	
Village 1	3	19.5	
Semester GPA	Registered Unit(s)	Semester Passed Unit(s)	Total Passed Unit(s)
17.29	19	19	89
			Cumulative GPA
			17.81
Academic Year 2011-2012 2nd. Semester EXCELLENT IN TERM			
Course Title	Credit	Grade	Effect
Islamic Texts	2	16.5	
Introduction to Islamic Architecture 2	2	19.5	
Architectural Design 3	5	17.75	
Introduction to Physical Planning of Cities	2	16.5	
Construction 2	3	19	
Mechanical Systems	2	20	
Rural Architecture 2	3	18.75	
Semester GPA	Registered Unit(s)	Semester Passed Unit(s)	Total Passed Unit(s)
18.36	19	19	108
			Cumulative GPA
			17.89



OFFICIAL TRANSCRIPTS
 RECEIVED BY [REDACTED]
 DATE [REDACTED]
 PAGE [REDACTED]

In The Name Of God
University of Tehran
Transcript of University Grades

Academic Year 2012-2013 1st. Semester						Academic Year 2012-2013 2nd. Semester					
Semester Status : Normal						Semester Status : Normal					
Course Title	Credit	Grade	Effect			Course Title	Credit	Grade	Effect		
General English	3	19.75				Architectural Theories	3	18.75			
Architectural Design 4	5	19				Architectural Design 5	5	19			
Introduction to Building Restoration	3	15.5				Urban Spatial Analysis	3	19			
Technical Design	3	18				Final Design	6	IC			3
Islamic Education	2	17.5				Building and Construction Workshop	2	18			
Management and Workshop Organization	2	20									
Measurement	2	20									
Historical Structures	3	18.75									
Semester GPA	18.26	23				Semester GPA	18.79	19			
Registered Unit(s)		23				Registered Unit(s)		13			
Semester Passed Unit(s)						Semester Passed Unit(s)					
Total Passed Unit(s)		131				Total Passed Unit(s)		144			
Cumulative GPA		17.96				Cumulative GPA		18.03			
Academic Year 2013-2014 1st. Semester						Academic Status					
Semester Status : Normal						Full mark is 20					
Course Title	Credit	Grade	Effect			Last Status : Graduate Date : 02/19/2014					
Final Design	6	19									
Semester GPA	19.00	0									
Registered Unit(s)		0									
Semester Passed Unit(s)		6									
Total Passed Unit(s)		150									
Cumulative GPA		18.07									

NOTE:

In "Effect" column:
 "I", Indicates that the total passed unit(s) is not affected by this course.
 "T", Indicates that the cumulative gpa is not affected by this course.
 "F", Indicates that the total passed unit(s) and cumulative gpa are not affected by this course.
 In "Grade" column the following abbreviations are used:
 R Reported
 IC Incomplete

GENERAL DIRECTOR OF ACADEMIC AFFAIRS
GHOLAMREZA ZEHTABIAN Ph.D

Signed and sealed

Date : 11/30/2014

NOT VALID WITHOUT SIGNATURE AND SEAL OF REGISTER

END OF TRANSCRIPT

Mexico

- Official Academic Records
 - » *Certificado de Estudios* (Transcript of Record)
 - » *Título* (Final Degree Certificate)
 - » *Cédula* (Professional License), if applicable, for purposes of online verification
- Official Language of Record
 - » Official documents are usually issued in Spanish.
- Unofficial Records
 - » *Kárdex, Historia Académica, Constancia* (Unofficial, internal records of study), unless contents can be verified online
 - » *Carta de Pasante* (Pass Certificate) (may not serve as degree certificate)
 - » *Diploma de Generación* (Diploma of Generation) (may not serve as degree certificate)

Example 71: High School Credential (Mexico) – 2 pages

The document below, often called a *Certificado de Estudios* or *Certificado de Terminación de Estudios*, is a transcript that also confirms that the program was completed and that all requirements have been met. As this document is sufficient proof of award of the high school qualification, a diploma is not commonly found. Note that this record does not always bear the term *Certificado de Estudios* at the top. However, the text will contain a combination of terms indicating successful completion of the program, “*Certifica/Certifico que...*”, along with “*Totalmente*” or “*Integramente*,” also seen below.



SISTEMA EDUCATIVO NACIONAL
DIRECCIÓN GENERAL DEL BACHILLERATO
CERTIFICADO DE TERMINACIÓN DE ESTUDIOS

EL CENTRO ESCOLAR BENEMÉRITO DE LAS AMÉRICAS
CON CLAVE DE CENTRO DE TRABAJO [REDACTED]
CON ACUERDO DE RECONOCIMIENTO DE VALIDEZ OFICIAL DE ESTUDIOS NÚMERO [REDACTED]
CERTIFICA QUE
CON CLAVE ÚNICA DE REGISTRO DE POBLACIÓN (CURP) [REDACTED]
AGREDITO **TOTALMENTE** LAS ASIGNATURAS
CON UN TOTAL DE 332 CRÉDITOS
DEL PLAN DE ESTUDIOS DE BACHILLERATO GENERAL
DURANTE EL PERÍODO COMPRENDIDO DE AGOSTO DE 2010 A JUNIO DE 2013

ASIGNATURAS/MÓDULOS	CREDITOS	CALIF. FINAL	ASIGNATURAS/MÓDULOS	CREDITOS	CALIF. FINAL
PRIMER SEMESTRE					
MATEMÁTICAS I	10	7	MATEMÁTICAS II	10	8
QUÍMICA I	10	8	QUÍMICA II	10	7
ÉTICA Y VALORES I	6	9	ÉTICA Y VALORES II	6	9
INTRODUCCIÓN A LAS CIENCIAS SOCIALES	6	9	HISTORIA DE MÉXICO I	6	9
TALLER DE LECTURA Y REDACCIÓN I	8	8	TALLER DE LECTURA Y REDACCIÓN II	8	8
LENGUA ADICIONAL AL ESPAÑOL I: INGLÉS	6	10	LENGUA ADICIONAL AL ESPAÑOL II: INGLÉS	6	10
INFORMÁTICA I	6	7	INFORMÁTICA II	6	6
TERCER SEMESTRE					
MATEMÁTICAS III	10	8	MATEMÁTICAS IV	10	8
BIOLOGÍA I	8	7	BIOLOGÍA II	8	10
FÍSICA I	10	8	FÍSICA II	10	7
HISTORIA DE MÉXICO II	6	9	ESTRUCTURA SOCIOECONÓMICA DE MÉXICO	6	9
LITERATURA I	6	9	LITERATURA II	6	9
LENGUA ADICIONAL AL ESPAÑOL III: INGLÉS	6	8	LENGUA ADICIONAL AL ESPAÑOL IV: INGLÉS	6	9
FORMACIÓN PARA EL TRABAJO:					
HIGIENE Y SALUD COMUNITARIA	6	8	DETECTA FACTORES DE RIESGO DE LA SALUD MATERNO INFANTIL	6	9
CONOCER LAS ESTRUCTURAS Y FUNCIONES BÁSICAS DEL CUERPO HUMANO	6	8	REALIZAR VALORACIONES NUTRICIONALES	8	10
ESTRUCTURAR FUNCIONES COMPLEJAS DEL CUERPO HUMANO	8	9	SEXO SEMESTRE	6	9
QUINTO SEMESTRE					
GEOGRAFÍA	6	9	FILOSOFÍA	8	10
HISTORIA UNIVERSAL CONTEMPORÁNEA	6	10	ECOLOGÍA Y MEDIO AMBIENTE	6	10
FORMACIÓN PROPEDEÚTICA	6	7	METODOLOGÍA DE LA INVESTIGACIÓN	6	9
CÁLCULO DIFERENCIAL	6	7	FORMACIÓN PROPEDEÚTICA	6	7
TEMAS SELECTOS DE QUÍMICA I	6	9	CÁLCULO INTEGRAL	6	7
CIENCIAS DE LA SALUD I	6	10	TEMAS SELECTOS DE QUÍMICA II	6	9
PSICOLOGÍA I	6	9	CIENCIAS DE LA SALUD II	6	9
FORMACIÓN PARA EL TRABAJO:					
HIGIENE Y SALUD COMUNITARIA	6	9	APLICAR LOS PRINCIPIOS DE LA EPIDEMIOLOGÍA	6	10
PARTICIPAR EN LA COMUNIDAD CON PROGRAMAS DE SALUD PÚBLICA	8	9	APLICAR EL SANEAMIENTO BÁSICO EN PREVENCIÓN DE ENFERMEDADES	6	10
REALIZAR ESTUDIOS DE COMUNIDAD	8	9			

EL PRESENTE CERTIFICADO SE EXPIDE EN MÉXICO, DISTRITO FEDERAL, [REDACTED] DE AGOSTO DE 2013.

A LOS VEINTICUATRO DÍAS DEL MES DE JUNIO DEL DOS MIL TRECE



English Translation: High School Credential (Mexico) – 2 pages

NATIONAL EDUCATION SYSTEM GENERAL DIRECTION OF HIGH SCHOOL CERTIFICATE OF STUDIES ACCOMPLISHMENT

THE SCHOLAR CENTER BENEMÉRITO OF THE AMERICAS
WITH JOB CENTER KEY [REDACTED]
IN AGREEMENT OF ACKNOWLEDGE THE OFFICIAL STUDIES VALIDITY WITH THE
NUMBER [REDACTED]
CERTIFICATES THAT [REDACTED]
WITH THE UNIQUE REGISTRATION KEY OF POPULATION (CURP) [REDACTED]

ACCREDIT'S TOTALLY THE SUBJECTS
WITH A TOTAL OF 332 CREDITS
OF THE STUDY PLAN OF GENERAL HIGH SCHOOL
DURING THE TIME INCLUDED OF AUGUST OF 2010 TO JUNE OF 2013

SUBJECTS / MODULES	CREDITS	GRADE	SUBJECTS / MODULES	CREDITS	GRADE
FIRST SEMESTER			SECOND SEMESTER		
MATHEMATICS I	10	7	MATHEMATICS II	10	8
CHEMISTRY I	10	8	CHEMISTRY II	10	7
ETHICS AND VALUES I	6	9	ETHICS AND VALUES II	6	9
INTRODUCTION TO SOCIAL SCIENCES	6	9	HISTORY OF MEXICO I	6	9
READING AND WRITING WORKSHOP I	8	8	READING AND WRITING WORKSHOP II	8	8
LANGUAGE IN ADDITION TO SPANISH I: ENGLISH	6	10	LANGUAGE IN ADDITION TO SPANISH II: ENGLISH	6	10
COMPUTER SCIENCE I	6	7	COMPUTER SCIENCE II	6	6
THIRD SEMESTER			FOURTH SEMESTER		
MATHEMATICS III	10	8	MATHEMATICS IV	10	6
BIOLOGY I	8	7	BIOLOGY II	8	10
PHYSICS I	10	8	PHYSICS II	10	7
HISTORY OF MEXICO II	6	9	SOCIO-ECONOMIC STRUCTURE OF MEXICO	6	9
LITERATURE I	6	9	LITERATURE II	6	9
LANGUAGE IN ADDITION TO SPANISH III: ENGLISH	6	8	LANGUAGE IN ADDITION TO SPANISH IV: ENGLISH	6	9
TRAINING FOR WORK: HYGIENE AND COMMUNITY HEALTH			TRAINING FOR WORK: HYGIENE AND COMMUNITY HEALTH		
TO KNOW THE BASIC STRUCTURES AND FUNCTIONS OF THE HUMAN BODY	6	8	DETECTS RISK FACTORS FOR MATERNAL AND CHILD HEALTH	6	9
STRUCTURES AND COMPLEX FUNCTIONS OF THE HUMAN BODY	8	9	TO IMPLEMENT NUTRITIONAL VALUES	8	10

FIFTH SEMESTER			SIXTH SEMESTER		
GEOGRAPHY	6	9	PHILOSOPHY	8	10
CONTEMPORARY WORLD HISTORY	6	10	ECOLOGY AND ENVIRONMENT	6	10
PROPAEDEUTIC TRAINING			RESEARCH METHODOLOGY	6	9
DIFFERENTIAL CALCULUS	6	7	PROPAEDEUTIC TRAINING		
SELECTED TOPICS IN CHEMISTRY I	6	9	INTEGRAL CALCULUS	6	7
HEALTH SCIENCES I	6	10	SELECTED TOPICS IN CHEMISTRY II	6	9
PSYCHOLOGY I	6	9	HEALTH SCIENCES II	6	9
TRAINING FOR WORK: HYGIENE AND COMMUNITY HEALTH			PSYCHOLOGY II	6	10
PARTICIPATE IN THE COMMUNITY WITH PUBLIC HEALTH PROGRAMS	6	9	TRAINING FOR WORK: HYGIENE AND COMMUNITY HEALTH		
CONDUCT COMMUNITY STUDIES	8	9	APPLY THE PRINCIPLES OF EPIDEMIOLOGY	6	10
			APPLY BASIC SANITATION IN DISEASE PREVENTION	8	10

Overall average

8.6

Folio: 

The presente Certificate is issued in Mexico, Distrito Federal.

On the TWENTY-FOURTH DAY OF JUNE OF THE TWO THOUSAND THIRTEEN

Equivalent qualifications

Symbol	Interpretation
10	Excellent
9	Very good
8	Good
7	Average
6	Pass
5	Not passed

The least qualification to pass is 6 (six)

Example 72: Official University Transcript (Mexico) – 1 page

The official transcript in Mexico is referred to as a *Certificado de Estudios* (Certificate of Studies). It bears all requisite signatures and seals, along with a photo of the student. This document may be issued by SEP (the Ministry of Education) or by the university. As mentioned for the high school sample, this record may not always bear the term *Certificado de Estudios* at the top.



UNIVERSIDAD LA SALLE

UNIVERSIDAD LA SALLE

Certificado de estudios

Folio

LA DIRECCION DE GESTION ESCOLAR DE LA UNIVERSIDAD LA SALLE
HACE CONSTAR QUE:
CURSO Y ACREDITO PARCIALMENTE LA LICENCIATURA EN QUIMICO FARMACEUTICO BIOLOGO
Con Reconocimiento de Validez Oficial de Estudios de la Secretaría de Educación
Pública, según acuerdo Núm. 934249 de fecha 23/11/93.
DOSS.

EL PRESENTE CERTIFICADO ANUSA 25 MATERIAS
CORRESPONDIENTES AL PLAN DE ESTUDIOS VIGENTE.
MEXICO, A.F. I A 27 DE JUNIO DEL 2016.



MTR. RAÚL ALBERTO HAUSER LUNA
DIRECTOR DE GESTIÓN ESCOLAR



La escala de calificaciones es del 5 al 10 y la mínima aprobatoria es 6.



SEP
Secretaría de Educación Pública

Área de
Autenticación
Núm. de cuenta

CLAVE	MATERIA	FECHA DEL CURSO	CALIFICACION NUM.	LETRA	OBSERVACIONES
PRIMER SEMESTRE					
0101	QUIMICA I	01-1	6	SEIS	ORDINARIO
0102	FISICA I	01-1	10	DIEZ	ORDINARIO
0103	ALGEBRA SUPERIOR	01-1	10	DIEZ	EXTRAORDINARIO
0104	CALCULO DIFERENCIAL E INTEGRAL	01-1	7	SIETE	ORDINARIO
0105	INTRODUCCION A LA FARMACIA	01-1	8	OCHO	ORDINARIO
0106	COMPUTACION I	01-1	8	OCHO	ORDINARIO
0101	ANTROPOLOGIA FILOSOFICA	01-1	9	NUOVE	ORDINARIO
SEGUNDO SEMESTRE					
0208	QUIMICA II	01-2	9	NUOVE	ORDINARIO
0209	FISICOQUIMICA I	01-2	10	DIEZ	ORDINARIO
0210	CALCULO VECTORIAL	01-2	8	OCHO	ORDINARIO
0211	EQUACIONES DIFERENCIALES	01-2	7	SIETE	ORDINARIO
0212	BALANCE DE MATERIA	01-2	8	OCHO	ORDINARIO
0213	COMPUTACION II	01-2	9	NUOVE	ORDINARIO
0202	REALIZACION EN PAREJA	01-2	9	NUOVE	ORDINARIO
TERCER SEMESTRE					
0315	QUIMICA III	02-1	8	OCHO	ORDINARIO
0316	FISICA II	02-1	7	SIETE	ORDINARIO
0317	FISICOQUIMICA II	02-1	9	NUOVE	ORDINARIO
0318	ANALISIS I	02-1	9	NUOVE	ORDINARIO
0319	BALANCE DE ENERGIA	02-1	9	NUOVE	ORDINARIO
0306	FISICOLOGIA DEL MEXICANO	02-1	10	DIEZ	ORDINARIO
CUARTO SEMESTRE					
0421	QUIMICA IV	02-2	7	SIETE	ORDINARIO
0422	FISICA III	02-2	8	OCHO	ORDINARIO
0424	ANALISIS II	02-2	8	OCHO	ORDINARIO
0415	BIOLOGIA GENERAL	02-2	8	OCHO	ORDINARIO
0410	PSICOLOGIA DE LA PERSONALIDAD	02-2	9	NUOVE	ORDINARIO

Firma del Alumno



DIRECCION DE GESTION ESCOLAR

Certificado válido en los Estados Unidos Mexicanos, no requiere rúbricas adicionales de legalización.

www.nagap.org • www.ierf.org | 142

English Translation: Official University Transcript (Mexico) – 1 page



LA SALLE UNIVERSITY

Academic Transcript

Folio

THE SECRETARIAT OF ACADEMIC SERVICES OF THE LA SALLE UNIVERSITY
 HAVING RECEIVED THAT:
 PARTIALLY COMPLETED THE DEGREE OF CHEMIST PHARMACOLOGICAL BIOLOGIST
 WITH Recognition of official Validity of Studies from the Secretariat of Public Education
 according to agreement No. 914269 of 11/23/93.
 DOES:

THIS COMPLETE ACADEMIC TRANSCRIPT ENCOMPASSES 24 SUBJECTS
 CORRESPONDING TO THE CHARGE IN EFFECT
 MEXICO, FEDERAL DISTRICT JUNE 07, 2016

(signature)

MRO. RAUL ALBERTO HAUSER LUNA
 DIRECTOR OF ACADEMIC MANAGEMENT

The grading scale is from 5 to 10 and the minimum passing grade is 6

(local and signature)

SEP SESIC
 DGES (biogram)
 THIS DOCUMENT HAS BEEN AUTHENTICATED
 PURSUANT ARTICLE 18 OF THE MEXICAN
 EDUCATION COORDINATION ACT

(image)

(barcode) Authentication
 Record No.
 Account No.

(Signature)
 Student's Signature

CODE	SUBJECT	TERM	GRADE		REMARKS
			No.	WORDS	
FIRST SEMESTER					
C101	CHEMISTRY I	01-1	6	SIX	REGULAR
C102	PHYSICS I	01-1	10	TEN	REGULAR
C103	WETTER ALGEBRA	01-1	10	TEN	RETAKES
C104	DIFFERENTIAL AND INTEGRAL CALCULUS	01-1	7	SEVEN	REGULAR
C105	INTRODUCTION TO MICROECONOMICS	01-1	6	EIGHT	REGULAR
C106	COMPUTER STUDIES I	01-1	8	EIGHT	REGULAR
R001	PSYCHOLOGICAL ANTHROPOLOGY	01-1	9	NINE	REGULAR
SECOND SEMESTER					
C208	CHEMISTRY II	01-2	9	NINE	REGULAR
C209	PHYSICAL CHEMISTRY I	01-2	10	TEN	REGULAR
C210	VECTOR CALCULUS	01-2	8	EIGHT	REGULAR
C211	DIFFERENTIAL EQUATIONS	01-2	7	SEVEN	REGULAR
C212	MATERIAL BALANCE	01-2	8	EIGHT	REGULAR
C213	COMPUTER STUDIES II	01-2	9	NINE	REGULAR
R002	THIS IS A TRUE COPY OF THE ORIGINAL ISSUED IN THE LA SALLE UNIVERSITY ON JUNE 07, 2016 WHICH IS IN POSSESSION OF THE HOLDER				
THIRD SEMESTER					
C315	CHEMISTRY III:	02-1	8	EIGHT	REGULAR
C316	PHYSICS II	02-1	7	SEVEN	REGULAR
C317	PHYSICAL CHEMISTRY II	02-1	9	NINE	REGULAR
C318	ANALYSIS I	02-1	9	NINE	REGULAR
C319	ENERGY BALANCE	02-1	9	NINE	REGULAR
R006	MEDICAL PSYCHOLOGY	02-1	10	TEN	REGULAR
FOURTH SEMESTER					
C421	CHEMISTRY IV	02-2	7	SEVEN	REGULAR
C422	PHYSICS III	02-2	8	EIGHT	REGULAR
C424	ANALYSIS II	02-2	6	EIGHT	REGULAR
C425	CELL BIOLOGY	02-2	8	EIGHT	REGULAR
1010	PSYCHOLOGY OF PERSONALITY	02-2	9	NINE	REGULAR

Valid within the United Mexican States. No additional legalization process required.



Valid if signed or stamped

Example 73: Unofficial University Transcript (Mexico) – 1 page

Educational institutions in Mexico will also issue unofficial, internal records of study, such as the *Historial Académico* (Academic History). The first page of the document, shown below, in comparison with the previous official transcript, does not bear all the requisite signatures and seals. Unless the contents can be verified online, it should not be accepted on its own.



HISTORIAL ACADÉMICO

Página 1

Matrícula	Nombre	Programa Académico
		LICENCIATURA EN NUTRICION

Periodo	Materia	Calif.	Horas	Créditos
AGO-DIC 2010	MATEMÁTICAS	10	5	8
AGO-DIC 2010	INTRODUCCIÓN A LA NUTRICIÓN Y A LA GASTRONOMÍA	10	3	6
AGO-DIC 2010	QUÍMICA	9	6	9
AGO-DIC 2010	COMPUTACIÓN	10	4	7
AGO-DIC 2010	REDACCIÓN EN EDUCACIÓN SUPERIOR	9	4	8
AGO-DIC 2010	CULTURA ALIMENTARIA I	9	3	6
AGO-DIC 2010	DIMENSIÓN HUMANA I	10	3	6
AGO-DIC 2010	QUÍMICA	9	6	9

Periodo	Materia	Calif.	Horas	Créditos
ENE-MAY 2011	NUTRICIÓN	10	3	6
ENE-MAY 2011	PROBABILIDAD Y ESTADÍSTICA	9	6	10
ENE-MAY 2011	BIOQUÍMICA	8	3	6
ENE-MAY 2011	ANATOMÍA Y FISIOLÓGIA DEL APARATO DIGESTIVO	9	3	6
ENE-MAY 2011	CULTURA ALIMENTARIA II	8	3	6
ENE-MAY 2011	LENGUA EXTRANJERA I	9	5	7
ENE-MAY 2011	DIMENSIÓN HUMANA II	10	3	6
ENE-MAY 2011	BIOQUÍMICA	8	3	6
ENE-MAY 2012	EVALUACIÓN DEL ESTADO NUTRICIO	10	3	6



Ttular de Servicios Escolares

Veracruz s/n. Fracc. Obregon Norte, Apartado Postal No. 3, Cd. Obregon, Sonora, México. C.P. 85019
Tel. +52 (644) 410-6000 Conmutador Fax (644) 410-6003 www.ulsal-noroeste.edu.mx

English Translation: Unofficial University Transcript (Mexico) – 1 page



CERTIFICATE OF STUDIES

Page 1 of 4

Student Number	Student Name	Major
		Nutrition

Term	Course	Grade	Hours	Credits
Fall of 2010	Mathematics	10	5	8
Fall of 2010	Introduction to Nutrition and Gastronomy	10	3	6
Fall of 2010	Chemistry	9	6	9
Fall of 2010	Introduction to Computers	10	4	7
Fall of 2010	Superior Education Writing	9	4	8
Fall of 2010	Food Culture	9	3	6
Fall of 2010	Human Dimension I	10	3	6

Term	Course	Grade	Hours	Credits
Spring of 2011	Nutrition	10	3	6
Spring of 2011	Probability and Statistics	9	6	10
Spring of 2011	Biochemistry	8	3	6
Spring of 2011	Anatomy and Physiology of the Digestive System	9	3	6
Spring of 2011	Food Culture II	8	3	6
Spring of 2011	Foreign Language I	9	5	7
Spring of 2011	Human Dimension II	10	3	6



Registrador

Veracruz s/n Nte. Fracc. Obregón Norte, Apartado Postal No. 3, Cd. Obregón, Sonora, México, C.P. 85019
Tel. +52 (644) 410-6000 Conmutador Fax (644) 410-6003 www.ulsal-noroeste.edu.mx

Example 74: Final Degree Certificate with Verification (Mexico) – 4 pages

The degree certificate below represents a 4-year university degree in Mexico. If dealing with photocopies, it is important that an image is captured of the reverse side of the diploma, which contains additional information. Sizes of degree certificates can vary.



English Translation:

Technological University of Nayarit

Grants

(student's name)

the Title of

Engineer in International Logistics

By virtue of having completed the educational program and in fulfillment of the corresponding requirements prescribed by law, as evidenced by the records found in the archives of this institution. The certificate of exemption from professional examination is issued on the 5th day of the month of November of the year 2014.

Issued in the city of Xalisco, Nayarit on the 5th day of the month of November of the year 2014.

[signature]
Rector

[illegible]

Date of Certificate of Exemption from Professional Examination:

The following is an enlargement of the holographic security label, which also contains the ID number of the holder's professional license (*cédula*). Upon graduation, a *cédula* is issued, where applicable, granting holders the legal right to practice the profession for which they trained. The *cédula* number may be used for online verification.



English Translation:

This document was registered with the General Directorate of Professions of the Ministry of Public Education.
It is not valid if it bears any scratches or tampering.
Professional license number:
Book:
Page:
Number:
Date:

The image below is of the actual *cédula*, also containing the professional license number. Note that the look of the *cédula* has also changed over the years and was previously in portrait format. The example below, in landscape format, is the most current version.



English Translation:

Ministry of Public Education
General Directorate of Professions
Professional License
Number
###
Name of Holder
University Degree in
Engineering in International Logistics

Signature of Title Holder
Mexico City, June 30, 2016

The *cédula* can be verified online at <https://www.cedulaprofesional.sep.gob.mx/cedula/presidencia/indexAvanzada.action>. A search can be done by name or by the *cédula* number. The choice of search fields can be found under *Búsqueda*.

The screenshot shows the 'Registro Nacional de Profesionistas' page. The top navigation bar includes 'Inicio', 'Búsqueda', 'Preguntas frecuentes', 'Video de ayuda', and 'Contacto'. The 'Búsqueda' tab is highlighted with a red arrow. Below the navigation bar, the page title is 'Registro Nacional de Profesionistas' and the subtitle is 'Consulta de cédulas profesionales'. There is a search form with fields for 'Nombre(s)', 'Primer apellido', and 'Segundo apellido'. A red arrow points to the 'Búsqueda' tab in the navigation bar.

The screenshot shows the 'Detalle del registro' page. The top navigation bar is the same as the previous screenshot. The page title is 'Detalle del registro'. Below the title, there is a table with the following information:

Número de Cédula:	Nombre:	Género:
		MUJER
Profesión:	Año de expedición:	Institución:
LICENCIATURA EN INGENIERÍA EN LOGÍSTICA INTERNACIONAL	2016	UNIVERSIDAD TECNOLÓGICA DE NAYARIT
Tipo:	Solución de controversias de acceso	
CI		

Below the table, there is a note: 'Los datos que se reflejan son preliminares, en caso de requerir un documento oficial, será necesario realizar el trámite de "Acto de expedición de Profesionistas" ante la Dirección General de Profesiones.'

* Glosario de Nomenclaturas

Afterward, the details of the degree and degree holder are generated, with regard to the following:

- *cédula* no.
- name
- gender
- degree
- year of issue
- school
- type of license

Example 75: *Carta de Pasante* (Mexico) – 1 page

The *Carta de Pasante* is the Pass Certificate. It indicates that the theoretical portion of the program has been successfully completed. However, the required social service obligations have not yet been fulfilled and the degree has not been awarded. This document may also be referred to as an *Egresado* and be translated as a Certificate of Completion or a Leaving Certificate. This document would not be regarded as sufficient proof of the degree.



BUAP

**Benemérita
Universidad Autónoma de Puebla**

DIRECCIÓN DE ADMINISTRACIÓN ESCOLAR

CARTA DE PASANTE

Folio : 

Nº 

Se hace constar que el (la):

C. 

con número de matrícula : 

cuya fotografía aparece al margen, es PASANTE de



Licenciatura en Relaciones Internacionales

en virtud de haber cursado y acreditado, todas y cada una de las materias que cubren integralmente el plan de estudios correspondiente.

La información aquí presentada ha sido cotejada con los registros existentes en el Archivo Escolar de esta institución.

A solicitud del interesado(a) y para los fines que estime necesarios; se extiende la presente.

ATENTAMENTE

"PENSAR BIEN, PARA VIVIR MEJOR"

H. Puebla de Zaragoza, a 10 de Enero de 2017



MTRO. OMAR GERARDO AGUIRRE IBARRA

DIRECTOR

La Benemérita Universidad Autónoma de Puebla, recaba sus datos personales únicamente para el cumplimiento de los fines sustantivos y adjetivos de la misma, por tanto se responsabiliza del manejo, tratamiento, uso y protección de aquellos que nos proporcione. Al efecto ponemos a su disposición el Aviso Integral de Protección de datos en www.transparencia.buap.mx.

English Translation: *Carta de Pasante* (Mexico) – 1 page

Central [Seal:] Puebla Meritorious Autonomous University 1578 BUAP
[Photograph]
[Seal:] Puebla Meritorious Autonomous University 1578 BUAP

No. [REDACTED]

Puebla Meritorious Autonomous University
School Administration Directorate

LETTER OF COMPLETION

Sheet: [REDACTED]

We declare that:

C. [REDACTED]

with registration number: [REDACTED]

whose picture appears on the margin, is TRAINEE in

BACHELOR IN INTERNATIONAL RELATIONS

By having studied and accredited, all and every course that completely cover the respective curriculum.

The information presented here has been compared against the School Archive Records of this Institution.

By request of the interested party and for all legal purposes, we issue this letter.

SINCERELY

"THINK WELL, TO LIVE BETTER"

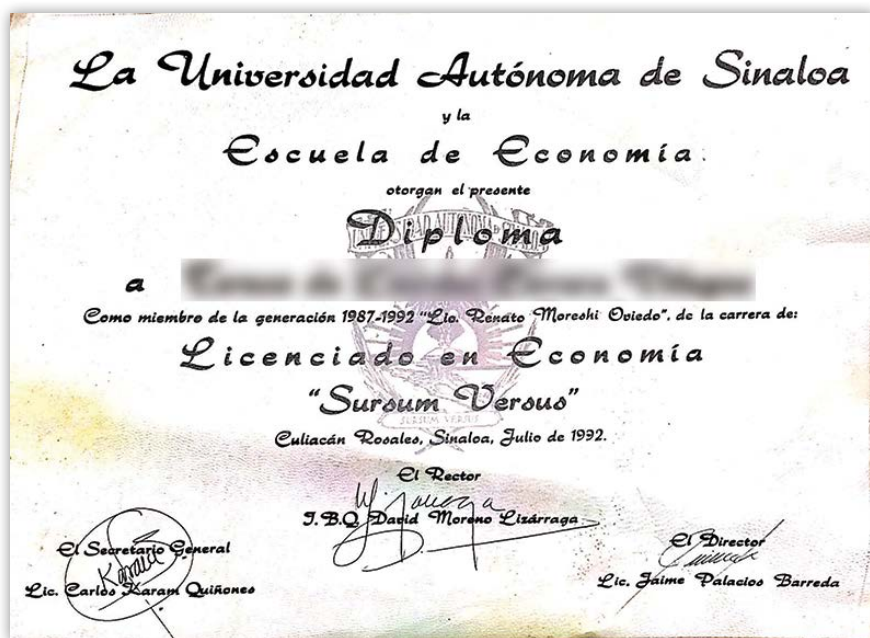
H. Puebla de Zaragoza, January 10th 2017

[Signature]
MTRO. OMAR GERARDO AGUIRRE IBARRA
DIRECTOR

The Puebla Meritorious Autonomous University, only claims your personal records for the fulfillment of its fundamental purposes, therefore it is not responsible of the handling, treatment, use and protection of those you entrust us. To see the Protection Complete Notice go to www.transparencia.buap.mx

Example 76: *Diploma de Generación* (Mexico) – 1 page ²²

The *Diploma de Generación*, or Diploma of Generation, indicates that the student belongs to a certain cohort. It serves as proof of enrollment, typically listing the year of entry as well as the expected year of graduation. This document would not be confused as proof of the degree.



²² Special thanks to Barbara Glave and Credential Consultants, Inc. for sharing this sample document, along with the English translation that follows.

English Translation: *Diploma de Generación* (Mexico) – 1 page

Central [Seal:] Puebla Meritorious Autonomous University 1578 BUAP
[Photograph]
[Seal:] Puebla Meritorious Autonomous University 1578 BUAP

No. [REDACTED]

Puebla Meritorious Autonomous University
School Administration Directorate

LETTER OF COMPLETION

Sheet: [REDACTED]

We declare that:

C. [REDACTED]

with registration number: [REDACTED]

whose picture appears on the margin, is TRAINEE in

BACHELOR IN INTERNATIONAL RELATIONS

By having studied and accredited, all and every course that completely cover the respective curriculum.

The information presented here has been compared against the School Archive Records of this Institution.

By request of the interested party and for all legal purposes, we issue this letter.

SINCERELY

"THINK WELL, TO LIVE BETTER"

H. Puebla de Zaragoza, January 10th 2017

[Signature]
MTRO. OMAR GERARDO AGUIRRE IBARRA
DIRECTOR

The Puebla Meritorious Autonomous University, only claims your personal records for the fulfillment of its fundamental purposes, therefore it is not responsible of the handling, treatment, use and protection of those you entrust us. To see the Protection Complete Notice go to www.transparencia.buap.mx

XII. Pesky Situations

When requesting official records of study from applicants, it is possible that transcripts may not be available, although the educational institution is still in operation. For example, transcripts in the United Kingdom were not commonplace until the mid to late 1990s. In fact, the Committee of Vice-Chancellors and Principals of the Universities of the United Kingdom, now Universities UK, had encouraged higher education institutions to make transcripts consistently available by 2001-02 (Skinner, 2006). For applicants with older studies, it is possible that only the degree certificate may be available. However, at times, the university may be able to provide a letter describing the syllabus and/or required papers. It is likely, however, that no grades would be listed.

In Japan, there is an educational law that states high schools only need to make transcripts available for 5 years from the time of graduation. Due to this timeframe, it is possible that one may only receive a graduation certificate and not a transcript from the candidate. Policies will need to be developed for instances like the UK and Japan, where certain records may no longer be available.

Another pesky situation may be found in some educational systems, whereby the failed attempts do not bear weight if the subject was finally passed. In such instances, the failed attempts are not reported on official records. However, they may be reported in alternate record formats. A conundrum is then presented. On one hand, for purposes of fairness and consistency, one may want to cite the failed attempts. On the other hand, one may find that this information is not consistently available when the official records of study are accepted and used.

Example 77: High School Certificate of Graduation (Japan) – 1 page

In Japan, official records of study are available in Japanese as well as in English. This particular example is provided in a bilingual format.

Certificate Number 

CERTIFICATE OF GRADUATION

Okinawa Prefectural URASOE SENIOR HIGH SCHOOL
3-26-1 Uchima, Urasoe, Okinawa, 901-2121 Japan

生徒氏名
Student Name 
First Name (名) Last Name (姓)

生年月日
Date of Birth 
Year / Month / Day

*I certify that the above person fulfilled the requirements
for the academic course on*

卒業年月日
Graduated 2013 March 1
Year / Month / Day

作成日
Date of Issue 2018 July 13
Year / Month / Day

学校長
Signature of Principal Genzo Uehara
Genzo Uehara



Example 78: Notification Regarding High School Records' Retention Policy (Japan) – 1 page

Although the student graduated in March 2013 (see previous example), the transcripts were not available, when they were requested in July 2018, as a result of the 5-year retention policy. This policy has been confirmed by the Consulate General of Japan in Los Angeles.

Notification

Okinawa Prefectural URASOE SENIOR HIGH SCHOOL
3-26-1 Uchima, Urasoe, Okinawa, 901-2121 Japan

生徒氏名
Student Name _____
First Name (名) Last Name (姓)

生年月日
Date of Birth _____
Year / Month / Day

We can't issue the above person's transcript because it is beyond the records retention limit in accordance with the high school cumulative guidance records policy.

作成日
Date of Issue 2018 July 13
Year / Month / Day

学校長
Signature of Principal Genzo Uehara 仲縄 卓立
Genzo Uehara 印
学校長印

This credential, the Senior Secondary School Certificate, represented the end of secondary education in West Africa, serving as the pre-cursor to today's West African Senior School Certificate (WASSC). In this example, a total of 7 subject passes were reported.

Any alteration, erasure or absence of photograph invalidates this certificate.

However, when one views the corresponding Statement of Results (typically not required) or verifies the credential online using a scratch card, a total of 8 subjects are found instead. The “extra” subject listed here is English language, which received a failing grade and was not reported in the final Certificate.

NAME OF SCHOOL

ARMED FORCES SEC/TECH SCHOOL

SCHOOL No

650113

NAME OF CANDIDATE

INDEX No

THE WEST AFRICAN EXAMINATIONS COUNCIL

SENIOR SECONDARY SCHOOL CERTIFICATE EXAMINATION

JULY, 2005

STATEMENT OF RESULTS

SUBJECT	GRADE	INTERPRETATION
MATHEMATICS	E	PASS
INTEGRATED SCIENCE	D	CREDIT
SOCIAL STUDIES	C	GOOD
ENGLISH LANG	F	FAIL
GEN. KNOW. IN ART	B	VERY GOOD
GRAPHIC DESIGN	D	CREDIT
TEXTILES	B	VERY GOOD
MATHS (ELECT)	E	PASS

No. OF CORE SUBJECTS PASSED3

No. OF ELECTIVE SUBJECTS PASSED4

I certify that this is a true copy of the results issued by The West African Examinations Council. Any erasure renders this document invalid.

NAME OF HEAD OF SCHOOLMajor T K Gbegbir

SIGNATURE OF HEAD OF SCHOOL

DATE12/11/08

No.:

HEADMASTER

ARMED FORCES SEC, TECH

SCHOOL STAMP

Example 80: Consolidated Statement of Marks and the Corresponding Semester Mark Sheet for the First Semester of Study (India) – 2 pages

In the consolidated mark sheet below, all the subjects are shown to have been passed. The corresponding individual mark sheet for the first semester of study is shown on the following page, reporting 4 failed subjects. However, these initial failed attempts, from December 2003, are not reflected on the consolidated mark sheet, only the final passing ones, from April 2004.

ANNA UNIVERSITY, CHENNAI U.E. DEGREE EXAMINATIONS CONSOLIDATED STATEMENT OF MARKS Folio No. _____													
NAME OF THE CANDIDATE					REGISTER NO.								
COLLEGE OF STUDY					MONTH & YEAR OF LAST APPEARANCE								
PROGRAMME & BRANCH					REGULATIONS								
116: Sri Venkateswara College of Engineering and Technology					April 2006								
B.E. Computer Science and Engineering					2001								
SRN	SUBJECT CODE	SUBJECT TITLE	MAX	MIN	MARKS OBTAINED	MONTH & YEAR OF PASSING	SRN	SUBJECT CODE	SUBJECT TITLE	MAX	MIN	MARKS OBTAINED	MONTH & YEAR OF PASSING
03	CS221	Introduction to Analysis of Algorithms	100	50	072	APR 2004	07	GE353	Professional Ethics	100	50	079	NOV 2005
03	CS233	Digital Systems	100	50	056	APR 2004	07	MG331	Principles of Management	100	50	070	NOV 2005
03	CS233	System Software	100	50	061	DEC 2003	07	CS434	Internet Programming Lab	100	50	092	NOV 2005
03	CS234	Database Management Systems	100	50	061	APR 2004	07	CS435	Software Systems Development Lab	100	50	092	NOV 2005
03	EE255	Electrical Engineering and Control Systems	100	50	064	APR 2004	07	CS439	Comprehension	100	50	095	NOV 2005
03	MA231	Mathematics - III	100	50	058	DEC 2003	08	GE406	Total Quality Management	100	50	079	APR 2006
03	CS235	System Software and DBMS Lab	100	50	085	DEC 2003	08	CS030	Advanced Software Engineering	100	50	071	APR 2006
03	CS236	Digital Lab	100	50	094	DEC 2003	08	CS444	Project Work	200	100	185	APR 2006
04	CS237	Object Oriented Programming	100	50	057	NOV 2004	***End of Statement*** Classification : FIRST CLASS Total Marks (from 3rd to 5th semester) : 3361 / 4500 Percentage (rounded to nearest integer) : 70						
04	CS238	Computer Architecture I	100	50	057	APR 2004							
04	CS239	Interactive Computer Graphics	100	50	067	NOV 2004							
04	CS240	Artificial Intelligence	100	50	054	APR 2004							
04	EC250	Electronic Circuits	100	50	063	APR 2004							
04	MA040	Probability and Queuing Theory	100	50	055	NOV 2005							
04	CS241	Object Oriented Programming Lab	100	50	098	APR 2004							
04	EC252	Electronics Lab	100	50	090	APR 2004							
05	CS331	Digital Signal Processing	100	50	055	APR 2005							
05	CS332	Theory of Computation	100	50	055	APR 2005							
05	CS333	Operating Systems	100	50	051	NOV 2004							
05	CS334	Microprocessors	100	50	075	NOV 2004							
05	EC335	Analog, Digital and Data Communications	100	50	058	APR 2005							
05	CS044	Mathematics	100	50	053	NOV 2004							
05	CS335	Operating Systems Lab	100	50	072	NOV 2004							
05	CS336	Microprocessor Lab	100	50	080	NOV 2004							
06	CS337	Principles of Computer Design	100	50	069	APR 2005							
06	CS338	Software Engineering	100	50	054	APR 2005							
06	CS339	Computer Networks	100	50	065	APR 2005							
06	CS340	Computer Architecture II	100	50	061	APR 2005							
06	MG323	Engineering Economics and Financial Accounting	100	50	056	APR 2005							
06	CS002	CV and .NET Framework	100	50	055	APR 2005							
06	CS341	Network Programming Lab	100	50	083	APR 2005							
06	CS342	Compiler Lab	100	50	095	APR 2005							
06	CE071	Principles of Environmental Science and Engineering	100	50	077	NOV 2005							
07	CS431	Network Protocols, Management and Security	100	50	061	NOV 2005							
07	CS432	Web Technology	100	50	060	NOV 2005							
07	CS433	Object Oriented System Analysis and Design	100	50	062	NOV 2005							

Medium of Instruction : ENGLISH

Chennai - 600 025.

Date : 11/09/2006

Controller of Examinations



ANNA UNIVERSITY
CHENNAI
B.E. DEGREE EXAMINATIONS
STATEMENT OF MARKS

Sl. No. [REDACTED]

Folio No. [REDACTED]

NAME OF THE CANDIDATE		REGISTER NO.					
COLLEGE OF STUDY		MONTH & YEAR OF EXAM.					
PROGRAMME & BRANCH		DATE OF PUBLICATION					
SEM. NO.	SUBJECT CODE	SUBJECT TITLE	IM	UM	TOTAL	TOTAL MARKS IN WORDS	RESULT
		Max. Marks	020	080	100		
		Min. Marks	-	036	050		
03	CS231	Introduction to Analysis of Algorithms	020	025	--	*** ****	FAIL
03	CS232	Digital Systems	019	018	--	*** ****	FAIL
03	CS233	System Software	019	042	061	ZERO SIX ONE	PASS
03	CS234	Database Management Systems	020	019	--	*** ****	FAIL
03	EE255	Electrical Engineering and Control Systems	019	022	--	*** ****	FAIL
03	MA231	Mathematics - III	016	042	058	ZERO FIVE EIGHT	PASS
03	CS235	System Software and DBMS Lab	020	065	065	ZERO EIGHT FIVE	PASS
03	CS236	Digital Lab	019	075	094	ZERO NINE FOUR	PASS
*** End of Statement***							

Controller of Examinations
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Date 27/05/2004

XIII. Glossary

Academic Record

A document that reports a student's progress and/or achievements. A common example is the transcript which lists the subjects studied or examined, along with the grades earned. Another example is the certificate or diploma indicating the award of a qualification. An academic record should also include the name of the institution and, ideally, the dates of attendance or date of completion.

AHEGS

Stands for Australian Higher Education Graduation Statement. A supporting record of study and recognition tool for completed qualifications in higher education. The Australian counterpart of the European Diploma Supplement.

Apostille

A legalization certificate created to accompany public documents, such as birth and marriage certificates, for their recognition and use abroad

Attestation

An academic record in France and other French-based educational systems, certifying a level of achievement

Attested Copy

A copy certified as being a true copy of the original. An ink seal is often applied to the photocopy along with a signature of the certifying representative. An attested copy should be issued by the appropriate body, who can confirm the authenticity of the record. May also be referred to as a certified copy.

Authentication

The act of seeking confirmation that an individual's credentials are true and valid. This may be done by reaching out to an educational institution or by using technology, such as an online portal. May also be referred to as verification.

Blockchain

A method by which digital credentials may be issued, using cryptography.

Bologna Process

A movement across Europe to harmonize the higher education systems among its participating countries. These reforms include the implementation of a Diploma Supplement, a recognition tool used to explain the credential it accompanies. See also Diploma Supplement.

Certificate

A document that represents the passing of an examination and/or the award of a qualification

Certificate of Graduation/Graduation Certificate

A document that typically represents the award of a qualification. It should bear the name of the program/qualification, the awarding institution, and the date of completion or conferral. For degree programs in China, however, it only represents the completion of the major program requirements, but not the conferral of the degree (e.g., Bachelor, Master, Doctor).

Certified Copy/Certified True Copy

See attested copy.

Certified Translation

A translation accompanied by a statement attesting that the translation is accurate to the best of the translator's knowledge. See also notarized translation, professional translation and sworn translation.

Certified Translator

An individual who passed an examination for professional translators and is certified as such by a professional organization

Consolidated Mark Sheet

A record of study in India that provides a summary of the subjects studied and grades received. Failed courses that were successfully repeated are omitted from consolidated mark sheets. See also Mark Sheet/Statement of Marks.

Credentials Evaluation/Credentials Assessment/Evaluation

A report that explains the educational equivalency of an individual's studies that have been completed in a different country. The report may be used for a variety of purposes, including access to further education, employment, and visa certification. Not to be confused with translation.

Degree Certificate

A document that represents the award of a degree. It should bear the name of the qualification, the awarding institution, and the date of completion or conferral.

Depository

An external, centralized place where academic records may be archived. The term is often used in context with the archival and retrieval of digital records.

Digital Record

An academic record that is issued electronically rather than as a physical document, or a physical record that is intended to enable automatic verification by electronic means.

Diploma

A physical document that represents the award of a qualification. It should bear the name of the qualification, the awarding institution, and the date of completion or conferral. Depending on the country, Diploma may also refer to a type of qualification (e.g., a 2-3 year degree in Canada, a university degree in parts of eastern Europe...).

Diploma Supplement

A supporting record of study that explains the qualification that was awarded. Most commonly found across Europe as a recognition tool. Not to be confused with an Attachment to the Diploma, which is a transcript found in many Russian-based educational systems. See also Bologna Process.

Examination Certificate

A record indicating that a particular examination has been passed. It should bear the name of the examination, the board/council, and the date of the exam or the award. It may include the actual examination results (subjects examined and grades earned) or the results may be issued as a separate record.

Fraudulent Document

A record that has been falsified and is not true or genuine

HEAR

Stands for Higher Education Achievement Report. A supporting record of study in the United Kingdom, containing features also found in the European Diploma Supplement.

Mark Sheet/Statement of Marks

A record of study common to countries in South Asia, such as India and Pakistan. It lists the subjects studied and the marks/grades received, semester by semester, or year by year. See also Consolidated Mark Sheet.

Nostrification

Procedure for recognizing qualifications acquired abroad. Term commonly used in eastern Europe.

Notarized Copy

A copy signed by a notary public certifying the identity of the holder of the document. A notary does not authenticate the contents of the documents.

Notarized Translation

A translation that is completed by any translator (professionals and non-professionals), but is certified by a notary as a true copy of the original. The identity of the translator is also certified. Note that a notary does not authenticate the contents of the documents, including the original that is presented. See also certified translation, professional translation and sworn translation.

Official Record of Study

A record of study that is issued by the appropriate body, bearing the appropriate signature(s) and seal(s) for external use. The results recorded on the document are permanent and cannot be changed.

Original Record of Study

A record of study, such as a diploma or transcript that is issued as a first-generation document and is not a copy or scan. In some countries, only one original academic record is issued. In such cases, attested or certified copies are usually available.

Photocopy

A physical reproduction of a document, rather than the original

Professional Translation

A translation that is issued by an individual who produces translations as a professional service. This individual is trained as a translator and is formally paid for his/her translation services. See also certified translation, notarized translation, and sworn translation.

Provisional Certificate

A preliminary document that is issued preceding the final certificate or diploma. Depending on the country and credential, the provisional certificate may bear the same weight as the final degree certificate. In other instances, the provisional certificate is only presenting the preliminary student results and is an unofficial record of study. See also Temporary Diploma or Certificate of Graduation.

QR Code

Stands for quick response code. It is a formation of black and white squares that can be scanned for access to information. QR codes can be found on some academic records for the purpose of authentication.

Registry

A place where records are stored and kept

Results Slip

Typically, a record of study that is issued to the student for internal use rather than official use. Commonly refers to a student's examination results.

Reissue

An "original" diploma or certificate that is reproduced by the school as a replacement for the original. Such records are commonly labeled as duplicates or reissued documents.

Scan

An image, or digital reproduction, of a document

Sealed

Describes a record of study that is issued in an envelope from the institution of study. The envelope typically bears the name and address of the institution of study and is closed with adhesive. The flap may also bear the seal of the institution or the signature of its representative.

SPEEDE

Stands for Standardization of Postsecondary Education Electronic Data Exchange. A platform found in North America that facilitates the exchange of student data among educational institutions.

Statement of Results

Typically, a record issued by examination councils. If the results are not subject to change, it may be regarded as official.

Sworn Translation

A translation completed by a sworn translator, who has taken an oath under a court of law. A sworn translator is typically authorized by a particular office to perform this service, such as a Ministry of Foreign Affairs or Department of Justice. See also certified translation, notarized translation, and professional translation.

Temporary Diploma or Certificate of Graduation

A document that is often issued before the final graduation certificate is awarded. Depending on the country, there may or may not be other outstanding requirements after completion of the coursework (e.g., social service or military service). See also Provisional Certificate.

TEQS

Stands for Tertiary Education Qualification Statement. A supporting record of study and recognition tool for studies completed in New Zealand. The New Zealand counterpart of the European Diploma Supplement.

Testamur

Term used in Australia for degree certificate

Translation

A document that renders a record issued in one language into another language. Not to be confused with credentials evaluation. See also certified translation, professional translation, and sworn translation.

Transcript

A record of a student's performance in a program of study, typically listing the subjects studied and the grades received. It should include the name of the institution and, ideally, the name of the program along with the dates of attendance or the date of completion.

Unofficial Record of Study

A record of study that is issued for internal use, such as student advising. It often does not bear the appropriate signature(s) and seal(s). Additionally, in some countries, for a designated period of time, the results may be contested (and changed).

Verification

See authentication.

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Notes:



About NAGAP

NAGAP, The Association for Graduate Enrollment Management (GEM) is the only professional organization devoted exclusively to the concerns of individuals working in the graduate enrollment management environment.

The Mission of NAGAP is to engage and advance graduate Enrollment Management Professionals by promoting excellence and collaboration through education, research, and professional development.

NAGAP convenes conferences, institutes, and other activities that encourage networking among professionals, promote and facilitate collaborative dialogues, and seeks partnerships with thought leaders and experts to support research initiatives that strengthen the graduate enrollment management effort.



About IERF

International Education Research Foundation (IERF) was established as a not-for-profit, public-benefit agency and is the oldest credentials evaluation service not only in the U.S., but also in the world. Inez Sepmeyer and Ted Sharp, who were admissions officers at UCLA and California State University Northridge, respectively, recognized the need for assistance in the placement of international students and professionals. In 1969, IERF was founded.

We are proud to be celebrating our 50th anniversary. Since our founding, our mission has been to research and disseminate information on world educational systems. Using this information in our credentials evaluation reports, we help facilitate the integration of individuals educated outside the United States into the U.S. educational environment and work force.



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