

Tables to Record and Transfer Credits

1. General Information

Start and end dates of the study period: from [day/month/year] to [day/month/year]

Student	Last name(s)	First name(s)	Date of birth	Nationality	Sex [M/F]	Study cycle	Field of education
Home Institution	Name	Department	Address		Country	Contact person name/email/phone	
Host Institution	Name	Department	Address		Country	Contact person name/email/phone	

2. Transcript of Records at the Host Institution

Component code (if any)	Component title at the Host Institution (as indicated in the course catalogue)	Was the component successfully completed by the student? [Yes/No]	Number of credits (or equivalent)	Grades received at the Host Institution
			Total	

Approval	Name	Position	Date	Signature	Official stamp
Responsible person at the Home Institution					

3. Transcript of records and recognition at the Home Institution after the mobility

Component code (if any)	Title of recognised component at the Home Institution (as indicated in the course catalogue)	Number of equivalent credits recognised	Grades registered at the Home Institution (if applicable)

Approval	Name	Position	Date	Signature	Official stamp
Responsible person at the Home Institution					

⇒ **Note: For the MSc and PhD Degree Seeking scholarships, each host institution has their own template. Hence, RAMDDA uses the host institution transcript template.**