

1) at the beginning of the semester:

2) at the end of the semester:

Code-Number	Course Title	ECTS	Name of Lecturer	Date	German Grade	Signature Lecturer

German number grades approximately transfer to the letter grade system as follows:

German grade	Grade FB Design	German definition	ECTS-Grades	ECTS-Definition
1.0 to 1.5	1,0; 1,3	Hervorragend	A	Excellent
1.6 to 2.0	1,7; 2,0	Sehr gut	B	Very good
2.1 to 3.0	2,3; 2,7; 3,0	Gut	C	Good
3.1 to 3.5	3,3	Befriedigend	D	Satisfactory
3.6 to 4.0	3,7; 4,0	Ausreichend	E	Sufficient
4.1 to 6.0	5,0	Nicht bestanden	F	Fail

- 1) By mid-May during the summer term or mid-November during the winter term at the latest:
Please select the courses you are going to attend. Write all required course information in your Learning Agreement and in this **COURSE PERFORMANCE** form and have both signed by the international coordinator, Mr. Florian Boddin. Then: *enjoy your courses during the semester!*
- 2) By the end of the semester, please have your **COURSE PERFORMANCE** signed by each lecturer. After the last lecturer has signed your **COURSE PERFORMANCE** form, please bring it as soon as possible to the study office "Studienbüro Gestaltung/Prüfungsangelegenheiten Design" and hand it over to Mr. Marco Schürmann. He will transfer your **COURSE PERFORMANCE** form to your **TRANSCRIPT OF RECORDS**, which you will need once you have returned to your home institution.