

# University of Mannheim Mannheim, Germany

## Credits:

European Credit Transfer System

2 ECTS points = 1 UAF credit

If ECTS is unavailable, contact hours may be used.

Contact hours ÷ 14 (weeks) = Total UAF credits

## Levels:

For German language classes and/or classes taught in German, your level of German study prior to your semester (s) abroad will determine the levels. For example, if you have completed GER 202 (or its equivalent) before you go abroad, you will receive 300-level GER credit for your classes in Germany.

If you wish to receive credit in another department (eg History, Political Science, etc.), you must receive approval from that department via an Advising Agreement form. The level of the class will be determined by the department.

## Grades:

Scale	Grade Description	UAF Grade
1-1.5	Sehr Gut (Very Good)	A
1.6-2.5	Gut (Good)	A
2.6-3.5	Befriedigend (Satisfactory)	B
3.6-4.0	Ausreichend (Sufficient)	C
4.1-6	Nicht Ausreichend (Insufficient)	F

## Scheine

German universities do not have centralized registration, so grades are not recorded automatically at the end of each semester, nor are transcripts automatically produced. In order to receive a transcript for the classes you take in Germany, **you must follow the procedure below before you leave Germany.**

Once you have completed all of the requirements for a course, you must obtain a *Schein*, which is a sort of grade report, from each of your instructors. All of your *Scheine* must be submitted to the Akademisches Auslandsamt (International Relations Office) at the University of Mannheim. The office will then produce a transcript, and send it to UAF.

If you do not obtain a *Schein* for a course, you will not receive credit for it.