This document serves the purpose to enable the evaluator of your application to better assess your prior **bachelor (or equivalent)** grades. If you also studied a master/MBA degree, you will be given the opportunity to enter the information relating to that program further below. If you studied multiple bachelor programs, please provide information on the program that is most relevant for your application to the Master in Accounting and Audit.

What is the title of the **bachelor** program you studied? At which institution? For how many ECTS (if applicable, alternatively please state the regular study time in years).

*e.g.: Bachelor of Business Administration (180 ECTS) at the University of Amsterdam*

On which grading scale are grades awarded in this bachelor program? Please tick a box or explain below.

French/Luxembourgish system (out of 20; 10 is pass)

German system (1.0 to 5.0; 1.0 is excellent; 4.0 is pass; 5.0 is fail)

UK honors system; also widely adopted by African universities (first class, second class upper/lower…)

US/Canadian GPA system (4.0 is best; 0.0 worst)

US/Canadian letter grading (A+ is best)

Italian system (out of 30; 18 is pass)

Spanish system (out of 10; 5 is pass)

Dutch system (out of 10; 5.5 is pass)

Percentage grades (common in China and India), please explain below.

Other, please explain below.

*If you select “percentage grades” or “other”, please explain how the grading system works. What is the best grade, what is the worst one? What is a pass grade? How many students are normally allocated to which grading bracket? Etc. Please do your best to enable the evaluation committee to understand the grading system in the respective country. If the grading system is based on percentages (e.g., in China or India), please elaborate on what is a good grade. The evaluation committee understands that at some Indian universities, a grade of 70% can be an excellent result, whereas in other countries this can be a very poor performance. Ideally, you provide an official document from your prior university which shows a typical distribution of graduates to grading brackets, for instance: 10 percent of students are above 80%, 20 percent of students are between 70 and 80 percent, etc.*

Which grade point average did you obtain in your Bachelor (or equivalent) studies?

*e.g.: 7 out of 10 (more than satisfactory).*

There are indeed some universities that do not provide grade point averages, for instance the University of Johannesburg. ONLY IN SUCH A CASE, you have to calculate the GPA yourself. Please prepare a spreadsheet calculation (the weights should be the workload per course or module in the relation to the overall workload of the program, e.g., ECTS or working hours.). Please send the spreadsheet to [thomas.kaspereit@uni.lu](mailto:thomas.kaspereit@uni.lu) and state your application number. This also applies to applicants who apply before graduation on the basis of an incomplete transcript of records that does not yet show a GPA calculation. HOWEVER, PLEASE DO NOT SEND SUCH EMAIL IF YOUR UNIVERSTIY DOES CALCULATE AN AVERAGE GRADE. FOR EXAMPLE, A CANDIDATE FROM INDIA WHO HAS 68% AS AN AVERAGE GRADE MUST NOT SEND ANY CONVERSION TO A 4/4 GPA SCALE. THEY JUST PUT THEIR 68% HERE. THE SELECTION COMMITTEE NEEDS SOME AVERAGE GRADE BUT NOT NECESSARILY A GPA ON A 4/4 SCALE.

A grade point average is absolutely crucial for your application. If your prior institution does not provide one, you have to calculate one yourself in a meaningful, transparent, and well-documented manner. No GPA means no processing of your admission (rejection without refund of application fees).

Please describe where in your application the grade point average can be found.

*e.g.: the GPA can be found on the document “Certificate of Bachelor Degree”, second page of the uploaded document, right above the Dean’s signature.*

*Or: My prior institution does not provide a calculation of a grade point average. I calculated it myself and sent the respective Excel sheet by email on 15 April.*

Where does your grade point average place you in the ranking of all graduates from your cohort or the university in total?

*e.g.: According to the statistics of my prior university, 42 percent of students obtained a 7/10 GPA or higher.*

If such statistics do not exist, please leave this field blank.

END OF FORM IF YOU DID NOT STUDY A MASTER/MBA PROGRAM – PLEASE PRINT AS .PDF OR LEAVE AS .DOCX AND ATTACH TO YOUR ONLINE APPLICATION.

If you studied a prior **master/MBA relevant** for the application to the Master in Accounting and Audit:

What is the title of the **master/MBA** program you studied? At which institution? For how many ECTS (if applicable, alternatively please state the regular study time in years).

On which grading scale are grades awarded in this master/MBA program? Please tick a box or explain below.

French/Luxembourgish system (out of 20; 10 is pass)

German system (1.0 to 5.0; 1.0 is excellent; 4.0 is pass; 5.0 is fail)

UK honors system; also widely adopted by African universities (First class, second class upper/lower...)

US/Canadian GPA system (4.0 is best; 0.0 worst)

US/Canadian letter grading (A+ is best)

Italian system (out of 30; 18 is pass)

Spanish system (out of 10; 5 is pass)

Dutch system (out of 10; 5.5 is pass)

Percentage grades (common in China and India) (100% is best), please explain below.

Other, please explain below.

Which grade point average did you obtain in your master/MBA (or equivalent) studies?

Please describe where in your application the grade point average can be found.

Where does your grade point average place you in the ranking of all graduates from your cohort or the university in total?