Annex 1: Grade Conversion Sheet

Please complete this sheet and add it to your application file.

For every degree you have obtained, starting from your secondary education (school leaving certificate/ high school diploma), please indicate your average final grade. If you have studied outside of Germany, please use the "Bavarian Formula" to convert your average grade to its German equivalent:

$$X = 1 + 3 \, \frac{Nmax - Nd}{Nmax - Nmin}$$

X	=	converted grade
Nmax	=	best achievable grade in the system in which you completed your degree
Nmin	=	lowest <u>passing</u> grade in the system in which you completed your degree
Nd	=	the final overall grade you achieved in the system in which you completed your degree

If your final overall grade is not explicitly indicated on your transcript, please calculate it yourself and provide information on a separate sheet on how you did it, i.e., which grades you used for the calculation and whether you calculated a simple or an average weighted according to the credit points earned for the particular exam.

Your Name:

Country	School or University	Degree	Nmin	Nmax	Nd	X

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