

**Partner Institution Grade Conversion and Assessment Approval**

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| **Institution Details** | |
| City Department & School |  |
| Partner Institution |  |

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| **Required Workload at Host**  *Indicate overall required workload (credit value) to be taken at host.* |
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| **Partner Assessment Information**  *Please indicate how modules are generally assessed at the partner university in terms of coursework, examinations, participation, attendance etc.* |
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| **Credit & Grade Transfer Method** | | |
| **Host Mark** | **City Equivalent (%)** | **Evidence** *(Please indicate what evidence was used to determine this equivalency)* |
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| **Approvals** | | |
| **Academic Supervisor / Programme Director** | Name: | |
| Signature: | Date: |
| **Chair**  **(On behalf of PARC)** | Name: | Title: |
| Signature: | Date: |