

CTSEAA

(Credit Transfer System in East Asia and ASEAN)

Guideline



A. Objective

Credit Transfer System in East ASIA and ASEAN (hereafter "CTSEAA guideline") has been developed to promote university student mobility with the objective to ensure credits are transferable for study undertaken on exchange among Shanghai Ocean University (hereafter "SHOU"), Tokyo University of Marine Science and Technology (hereafter "TUMSAT"), Korea Maritime and Ocean University (hereafter "KMOU"), Chulalongkorn University (hereafter "CU"), Kasetsart University (hereafter "KU"), Universiti Malaya (hereafter "UM"), and IPB University (hereafter "IPB") (all universities may be referred to individually as the "Party" and jointly as the "Parties") under the Agreement on Student and Credit Exchange.

This CTSEAA guideline concept is designed not to control or standardize any pre-existing rules and regulations of Parties. Rather, it is designed to provide more detailed information regarding the academic experiences of mobility students at host universities using standardized indicators, while at the same time allowing universities to retain their own pre-existing systems and regulations.

B. Definition of CTSEAA

CTSEAA accepts a range of different teaching hours and student studying hours as equivalent when they are used to calculate credits from different universities. Thus, it will create a common credit conversion scheme where Parties can transfer credits among themselves on a one-to-one basis, thereby promoting student mobility among the Parties.

A teaching hour is defined as a contact hour that a teacher spends in one instruction session. One teaching hour will be counted as one academic hour, not based upon the exact length of teaching hours. The actual amount of time varies from university to university. Each Party will use CTSEAA Credit Conversion table for their credit transfer between them.

The student studying hour is defined as the amount of time that students need to complete all learning activities which consists of:

- (1) Attending classes/lectures
- (2) Fulfilling all other academic requirements such as homework, group projects, team discussion, preparation for examinations, internships, and individual study, etc.

The definition of CTSEAA is as follows:

One (1) CTSEAA = '40-45 studying hour including teaching hours'. And that 40-45 studying hour is consisted by '29-32 student studying hours' and '13.3-16 teaching hours'.

C. CTSEAA Credit Conversion

The following table illustrates a recommended conversion of CTSEAA with credit systems of Parties:

University	CTSEAA	SHOU	TUMSAT	KMOU	CU	KU	UM	IPB
Credit Conversion	1 CTSEAA	1 credit	1 credit	1 credit	1 credit	1 credit	1 credit	1 credit
Student Studying Hour	Total 40~ 45 hrs.	29 hrs.	30 hrs.	30 hrs.	29 hrs.	30 hrs.	40 hrs.	32 hrs.
Teaching Hours*		16 hrs.	15 hrs.	15 hrs.	16 hrs.	15 hrs.		13.3 hrs.

*Numbers show standard conversion for lectures, which may be changed for each course.

(ex, experiment, training, etc.)

D-1. Comparative Grading Scales (Master`s program)

	SHOU	TUMSAT	KMOU	CU	KU	UM	IPB
Number of credits required for the completion of a Master`s program	30 credits for the 3-year system	30 credits for the 2-year system	32credits for the 2-year system	36 credits for the 2-year system	36 credits for the 2-year system	Minimum 40 credits	39 credits for the 2-year system
Grades and notation policies	Excellent(A) 85 – 100, Good(B) 75 – 84, General(C) 65 – 74, Pass(D) 60 – 64, Fail(F) 0 – 59.	A+ : 90-100 A : 80 – 90 B : 70 – 79, Passing(C) 60 – 69, Fail(F) 0 – 59.	A+ :4.5(95-100) A:4.0(90-94) B+ :3.5(85-89) B:3.0(80-84) C+ :2.5(75-79) C:2.0(70-74) D+ :1.5(65-69) D:1.0(60-64) F:0.0(0-59)	A: 4.0(80-100) B+: 3.5(75-79) B: 3.0(70-74) C+: 2.5(65-69) C: 2.0(60-64) Fail: D+: 1.5(55-59) D: 1.0(50-54) F: 0.0(<50) S: satisfy U: unsatisfied	A: 4.0(80-100) B+: 3.5(75-79) B: 3.0(70-74) C+: 2.5(65-69) C: 2.0(60-64) Fail: D+: 1.5(55-59) D: 1.0(50-54) F: 0.0(<50) S: satisfy U: unsatisfied	High Distinction: A+:4.0(90-100) Distinction: A:4.0(80-89) A-:3.7(75-79) Pass : B+:3.3(70-74) B:3.0(65-69) Fail: B-:2.7(60-64) C+:2.3(55-59) C:2.0(50-54) C-:1.7(45-49) D+:1.5(40-44) D:1.0(35-39) <35:F(0)	A: 80-100 AB:75-79 B: 70-74 BC: 65-69 C: 60-64 Fail: D: 0-59
GPA	Absent	Absent	Present	Present	Present	Present	Present
Credit transfer with over-seas partner institutions	Up to 1/2 of credits required for graduation	Up to 10 credits required for graduation	Up to 1/2 of credits required for graduation	Up to 1/3 of credits required for graduation	Up to 1/2 of credits required for graduation	Not exceeding 1/3 of the overall total credit for the program of study	No specific regulation

D-2. Comparative Grading Scales (Doctoral program)

	SHOU	TUMSAT	KMOU
Number of credits required for the completion of a Doctoral program	10 credits for the 4-year system	10 credits for the Doctoral program with a standard term of study 3-years	2-5 years system general graduate school : 60 credits including 24 credits from master's courses, OST graduate school: 64 credits including 32 credits from master's courses
Grades and notation policies	"Same as Master's Grades and notation policies"	"Same as Master's Grades and notation policies"	"Same as Master's Grades and notation policies"
GPA	present	Absent	present
Credit transfer with overseas partner institutions	Up to 4 credits of credits required for graduation	Up to 2 credits required for graduation	Up to 1/2 of credits required for graduation

E. Score Conversion Table

The following table illustrates a recommended conversion of grade systems of Parties:

The score conversion at Home University is determined by Home University based on the score issued by Host University and this conversion table.

Reference Grade	Score	SHOU	TUMSAT	KMOU	CU	KU	UM	IPB
A	95-100	A	A+	A+	A	A	A+	A
	90-94	A	A+	A	A	A	A+	A
B	85-89	A	A	B+	A	A	A	A
	80-84	B	A	B	A	A	A	A
C	75-79	B	B	C+	B+	B+	A-	AB
	70-74	C	B	C	B	B	B+	B
D	65-69	C	C	D+	C+	C+	B	BC
	60-64	D	C	D	C	C	B-	C
F (Fail)	55-59	F	F	F	D+	D+	C+	D
	50-54	F	F	F	D	D	C	D
	45-49	F	F	F	F	F	C-	D
	0-44	F	F	F	F	F	D+,D,F	D

*The B- grade at UM is a grade of 60-64 on the score scale, but is a failing grade (Fail).