



INTERNATIONAL EDUCATION  
RESEARCH FOUNDATION®

# Index

## of Educational Terms

**2<sup>nd</sup> Edition** *now with Farsi*

ثانوية *Escola Superior*  
Университет *Universität*  
*Università degli studi* Лицей  
大學 *Université*  
*Gymnasium* Liceo  
Trường Đại Học *Lycée*  
جامعة *Trường Trung Học Phổ Thông*  
高級中學  
*Universidade*

1969-2019

Celebrating 50 years of service

# Index of Educational Terms

We are pleased to present this 2nd edition of the *Index of Educational Terms*, as part of IERF's 50th anniversary celebration. This handy resource can trace its beginnings to the 1979 publication of *The Glossary of Foreign Educational Terms*. Developed by Theodore Sharp, IERF's co-founder, *The Glossary* focused on a selection of languages from Europe and Latin America.

*The Index of Educational Terms*, compiled by IERF evaluators, provides glossaries from 11 major languages around the world, including Arabic, Chinese and Russian. This new edition, which now also includes Farsi, is intended as a handy tool for admissions officers, credentials analysts and registrars, the *Index of Educational Terms* focuses on the most commonly used terms found on international academic records. We are grateful for the enthusiastic feedback we have received over the years, since its first release in 2012.

I would like to give special thanks to the following individuals for their hard work and for making this possible:

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Susan Bedil

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# **Index**

## of Educational Terms

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# **Introduction:**

## How to Use the Index of Educational Terms

This resource is intended to help educational professionals navigate their way through academic records that are not issued in the English language. We have compiled the most common terms found on the educational records for 11 languages, along with their English translations. The 11 languages of focus are: Arabic, Chinese, Dutch, Farsi, French, German, Italian, Portuguese, Russian, Spanish and Vietnamese. For ease of reference, these terms have been organized into the following categories:

- **Alphabet (if applicable)**
- **Numbers**
- **Calendar**
- **Personal Descriptors**
- **Types of Credentials and Academic Records**
- **Course/Subject Entries**
- **Types of Educational Institutions**
- **Grades**
- **Common Professional Titles**
- **Other Common Educational Terms**

Additional descriptions have been provided below as guidelines on the use of the glossaries.

## **Linguistic Features**

Each glossary opens with a general description of the language. Here, we reference the countries where it is an official language and any important linguistic features readers should be aware of.

## **Alphabet**

Where applicable, the native lettering system has also been provided for languages which do not make use of the Latin alphabet.

## **Numbers**

For most languages, the native terms for the numbers 0 through 12 have been listed. Both the cardinal and the ordinal numbers (1st, 2nd, 3rd,...) have been provided, where applicable.

## **Calendar**

This section is presented in 2 subgroups. The first lists the months of the year. The second focuses on other terms of the academic calendar that may be pertinent for the regions being represented. Be advised that most other countries list the dates by day, month and then the year. Any other special notes about the way dates are formatted, or calendar systems that differ, will also be included here.

## **Personal Descriptors**

This category focuses on terms that are used for identification purposes on an academic record, where pertinent to the regions being represented. This includes such entries as name, date of birth, ID number, etc.

## **Types of Credentials and Academic Records**

In this category, you will find the names of the most common credentials for the regions being represented. Also included are terms for the different types of academic records that can be issued, such as transcript, diploma, provisional certificate, and duplicate.

## **Course/Subject Entries**

The most common course titles and subject entries have been listed here. Examples include terms like laboratory, seminar, elective, oral and written. The generic term for course or subject may also be referenced here.

## **Types of Educational Institutions**

This section lists types of schools and educational authorities, such as the Ministry of Education.

## **Grades**

The most common grading terms will be found here. Where pertinent, related terms will also be referenced, such as repeated, withdrawn, dropped, and incomplete. The generic term for grade (mark, note, result) will also be included.

## **Common Professional Titles**

In this category, you will find the most common professional titles, such as doctor, nurse, engineer, and lawyer. The generic term for qualification, profession and/or title will also be included.

## **Other Common Educational Terms**

Any other relevant terms will be furnished in this last section. Examples include the type of student (undergraduate, part-time, foreign student...), type of school official (rector, dean, registrar...), type of weighting (credits, hours...) and related services (translator, notary...).

## **Lexical Ordering**

With the exception of numbers and months, the entries within each category are alphabetized according to the native language. Because the Arabic and the Chinese do not make use of the Latin alphabet, the entries are instead alphabetized by the English entries in the right-hand column.

## Common Abbreviations

Many terms have common abbreviations. Where possible, these will be included in the entry and separated by a comma (e.g., Diplôme d'Études Supérieures Spécialisées, DESS).

## Word Endings

In many languages, the ending of a word may change (in some languages, the beginning of a word may change as well). For example, the gender, number (singular, dual, plural), and case (nominative, genitive...) may determine the form of a noun or adjective. Similarly, the number, tense, person (1st, 2nd, 3rd), voice (active, passive), and mood (indicative, imperative...) may determine the form of a verb. For the purpose of this collection of glossaries, only the basic word form will be listed.

# Arabic



The Arabic alphabet is made up of 28 letters excluding additional sounds formed with diacritics. Because they mainly stand for consonants, the alphabet system is referred to as an abjad. The language itself is written and read from right to left. In addition, depending on whether the letters appear at the beginning, middle or end of the word, or on their own, they can change form.

Academic records are issued in the Arabic language throughout the Middle East (Bahrain, Iraq, Jordan, Kuwait, Lebanon, Oman, Palestine, Qatar, Saudi Arabia, Syria, United Arab Emirates, and Yemen) and North Africa (Algeria, Egypt, Libya, Morocco, and Tunisia). Due to the different dialects that exist across these regions, this glossary may contain various Arabic entries for the same English word.

## ALPHABET

Arabic	English	Arabic	English	Arabic	English
ا	<i>Alif</i>	ز	<i>Zā'</i>	ف	<i>Fā'</i>
ب	<i>Bā'</i>	س	<i>Sīn</i>	ق	<i>Qāf'</i>
ت	<i>Tā'</i>	ش	<i>Shīn</i>	ك	<i>Kāf</i>
ث	<i>Thā</i>	ص	<i>Ṣād</i>	ل	<i>Lām</i>
ج	<i>Jīm</i>	ض	<i>Ḍād</i>	م	<i>Mīm</i>
ح	<i>Ḥā'</i>	ط	<i>Ṭā</i>	ن	<i>Nūn</i>
خ	<i>Khā'</i>	ظ	<i>Ẓā</i>	ه	<i>hā'</i>
د	<i>Dāl</i>	ع	<i>'Ayn</i>	و	<i>Wāw</i>
ذ	<i>Dhāl</i>	غ	<i>Ghayn</i>	ي	<i>Yā'</i>
ر	<i>Rā'</i>				

## NUMBERS

It is important to note that while Arabic is written from right to left, numbers are written from left to right. For example, the number 18 would be written, ١٨. However, when given a range of numbers, like 18-25, the range will be written from right to left. For example, 18-25 would be written ٢٥-١٨.

Arabic	Numeral in Arabic	English	Numeral in English		Arabic	English
صفر	٠	Zero	0			
واحد	١	One	1		اول	First
اثنان	٢	Two	2		ثاني	Second
ثلاثة	٣	Three	3		ثالث	Third
أربعة	٤	Four	4		رابع	Fourth
خمسة	٥	Five	5		خامس	Fifth
ستة	٦	Six	6		سادس	Sixth
سبعة	٧	Seven	7		سابع	Seventh
ثمانية	٨	Eight	8		ثامن	Eight
تسعة	٩	Nine	9		تاسع	Ninth
عشرة	١٠	Ten	10		عاشر	Tenth
احد عشر	١١	Eleven	11		حادي عشر	Eleventh
اثنا عشر	١٢	Twelve	12		ثاني عشر	Twelfth

## CALENDAR

The Arabic world employs two different calendars. The Gregorian calendar that is commonly used in the West is frequently used in the Middle East and North Africa. However, the Islamic *Hijri* calendar is often used as well. While both systems have twelve months, the months do not necessarily correspond with each other. The *Hijri* calendar follows the lunar cycle and, as such, the months occur at different times each year.

To convert the years from the *Hijri* calendar to the Gregorian one, one may add 579. For example, the year 1432 in the *Hijri* calendar is converted to 2011, by adding 579. However, note that, depending on the date, and due to differences between the two systems, the conversion may be off by a few months. More accurate conversions are available online.

In some documents where both calendars are used, the Gregorian calendar will be marked with a *mīm* (م) which stands for *messīhī*, or Christian, and the *Hijri* calendar will be marked with *hā'* (هـ) for *Hijri*.

## GREGORIAN

### Months

Arabic	English
يناير	January
فبراير	February
مارس	March
أبريل	April
مايو	May
يونيو	June
يوليو	July
أغسطس	August
سبتمبر	September
أكتوبر	October
نوفمبر	November
ديسمبر	December

## HIJRI

### Months

Arabic	English
المحرم	Muharram
صفر	Safar
ربيع الاول	Rabi'a I
ربيع الثاني	Rabi'a II
جمادى الاول	Jumada I
جمادى الثاني	Jumada II
رجب	Rajab
شعبان	Sha'ban
رمضان	Ramadan
شوال	Shawwal
ذو القعدة	Dhu al-Qa'da
ذو الحجة	Dhu al-Hijja

### OTHER CALENDAR TERMS

Arabic	English
فصل الدراسي	Academic Term
خريف	Autumn
يوم	Day
شهر	Month
فصل	Semester
ربيع	Spring
صيف	Summer
اسبوع	Week
شتاء	Winter
سنة	Year

## PERSONAL DESCRIPTORS

Arabic	English
عمر	Age
تاريخ ميلاد	Date of Birth
بنت	Daughter of
ابنة	Daughter of
انثى	Female
جنس	Gender
ذكر	Male
سيد	Mr.
سيده	Ms.
اسم	Name
رقم البطاقة الوطنية	National Identification Card Number
جنسية	Nationality
مكان الميلاد	Place of Birth
ابن	Son of
ولد	Son of
رقم البطاقة الطالب	Student Number, Identification Number
اسم العائلية	Surname
لقب	Surname

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Arabic	English
الشهادة الجامعية المتوسطة	Associate
الاصيل	Authentic
بكلوريا	Baccalaureate
بكالوريوس	Bachelor
نسخة	Copy
دبلوم	Diploma
شهادة	Diploma, Certificate
دكتوراه	Doctorate
وثيقة تخرج	Graduation Certificate
إجازة	Licentiate
ليسانس	Licentiate
جدول النقطه	List of Marks
ماجستير	Master
أصلي	Original
تسجيل	Record
وثيقة مؤقتة	Temporary Certificate

## COURSE/SUBJECT ENTRIES

Arabic	English
المحاسبة	Accounting
محاسبة شركات	Accounting for Companies
متقدم	Advanced
العلم الزراع	Agricultural Science
التحليلي	Analytical
الكيمياء التحليلية	Analytical Chemistry
التشريح	Anatomy
العلوم الإنسانية	Anthropology
مطبق	Applied

(Continued)

Arabic	English
التطبيقي	Applied
الكيمياء التطبيقية	Applied Chemistry
اللغة العربية	Arabic Language
الفن	Art
أساسي	Basic
بسيط	Basic
علم الحياء	Biology
النبات	Botany
مواد البناء	Building Materials
الكيمياء	Chemistry
الهندسة المدنية	Civil Engineering
الحاسوب	Computer
الثقافة	Culture
الطب الاسنان	Dentistry
التصميم	Design
معالجة الاشارة الرقمية	Digital Signal Processing
علم البيئة	Ecology
الاقتصاد	Economics
التعليم	Education, Teaching
محلات كهرومغناطيسية	Electromagnetic Fields
دوائر كهربائية	Electronic Circuits
الهندسة	Engineering
ورش هندسية	Engineering Workshops
اللغة الإنكليزية	English Language
الهندسة البيئية	Environmental Engineering
مقال	Essay
مقالة	Essay
أساسي	Essential, Required
امتحان	Examination
عمل تطبيقي	Field Work, Practical Work
اللغة الاجنبية	Foreign Language

(Continued)

Arabic	English
اللغة الفرنسية	French Language
أسس	Fundamentals, Foundations
التربية العامة	General Education
العلم العام	General Science
جيولوجية	Geology
النحو و الصرف	Grammar and Morphology
الصحة	Health
التاريخ	History
المعلومات	Information, Computer Science
الكيمياء اللاعضوية	Inorganic Chemistry
علاقة دولية	International Relations
تدريب	Internship, Training
مدخول	Introduction to
مقدمة	Introduction to
الإسلام	Islam
الفقه	Islamic Jurisprudence
التوحيد	Islamic Theology
مختبر	Laboratory
القانون	Law
محاضرة	Lecture
اللغويات	Linguistics
الأدب	Literature
علم المنطق	Logic Science
الإدارة	Management
الصناعة	Manufacturing
التسويق	Marketing
الرياضيات	Mathematics
الطب	Medicine
معالجة مايكروية	Microprocessors
التدريب العسكري	Military Training
الموسيقى	Music

(Continued)



Arabic	English
الشبكة	Networking
تمريض	Nursing
نظم التشغيل	Operating Systems
اختياري	Optional
شفوي	Oral
الكيمياء العضوية	Organic Chemistry
الصناعات البتروكيميائية	Petrochemical Manufacturing
الفلسفة	Philosophy
التربية البدنية	Physical Education
الفيزياء	Physics
العلوم السياسية	Political Science
السياسة	Politics
عملي	Practical
التمهيدي	Preliminary, Preparatory
امتحان التمهيدي	Preliminary or Preparatory Examination
ابتدائية	Primary, Beginning
أصول المحاسبة المالية	Principles of Accounting
أصول إدارة الأعمال	Principles of Business Administration
أصول	Principles of
مبادئ	Principles of
مشروع	Project
العلم النفس	Psychology
صحة العامة	Public Health
التفسير	Quranic Exegesis
الدين	Religion
بحث	Research
الحقوق	Rights
الشريعة	Sharia
الثقافة القومية الاشتراكية	Socialist National Culture
العلوم الإجتماعية	Sociology
برنامج معلوماتي	Software, Program

(Continued)

Arabic	English
الرياضة	Sports
امتحان الولاية	State Examination
الاحصاء	Statistics
مقاومة المواد	Strength of Materials
موضوعات	Subjects
المساحة	Surveying
امتحان	Test
القرآن	The Quran
نظري	Theoretical
نظرية	Theory
أطروحة	Thesis, Dissertation
التجارة	Trade, Commerce, Business
الترجمة	Translation
ورش	Workshops
الكتابة	Writing
مكتوب	Written
علم الحيوان	Zoology

## TYPES OF EDUCATIONAL INSTITUTIONS

Arabic	English
كلية	College
مدرسة الإبتدائية	Elementary School
معهد	Institution
مدرسة الإعدادية	Junior High School
وزارة	Ministry
وزارة التربية الوطنية	National Educational Ministry
حضانة	Nursery School
مدرسة خاصة	Private School
مدرسة عامة	Public School
مدرسة	School

(Continued)

Arabic	English
مدرسة الثانوية	Secondary School
جامعة	University

## GRADES

Arabic	English
معدل	Average (as in the Numerical Average)
امتاز	Excellent
ممتاز	Excellent
معفى	Exempt
راسب	Fail
فشل	Fail
جيد	Good
النقطة	Grade
العلامة	Grade
غير كامل	Incomplete
نجاح	Passed (Succeeded)
مقبول	Passing (Accepted)
متوسط	Passing (Average)
مستحسن	Passing (Good Enough, Suitable)
ممتاز مرتفع	Very Excellent
جيد جدا	Very Good

## COMMON PROFESSIONAL TITLES

Arabic	English
محاسب	Accountant
مهندس معماري	Architect
حلاق	Barber, Stylist
طبيب الاسنان	Dentist
طبيب	Doctor (Physician)

(Continued)

Arabic	English
دكتور	Doctor (Can Include Medical Doctors)
مهندس	Engineer
مدير	Manager
قابلة	Midwife
ممرض	Nurse
صيدلي	Pharmacist
معالج البدني	Physical Therapist
أستاذ	Teacher
معلم	Teacher
طبيب البيطري	Veterinarian

### OTHER COMMON EDUCATIONAL TERMS

Arabic	English
قبول	Admission
وكيل	Agent, Representative, Official
استمارة التقديم	Application Form
مقتضى	Appropriate
بناء على	Based on
استنادا	Based on
التصنيف	Category
مصدقة	Certification
معتمد	Certified
درس	Class
رمز	Code
معامل	Coefficient
اختصاص	Competence
متضمن	Containing
بلدة	Country
دورة	Cycle
معطيات	Data

(Continued)

Arabic	English
عميد	Dean
مرسوم	Decree
درجة	Degree, Level
قسم	Department
رقمي	Digital
شعبة	Division
مدة	Duration, Period of Time
تعليمي	Educational
تربوي	Educational
النهائي	Final
خرج	Graduated
تخرج	Graduation
عالي	High
ساعة	Hour
ساعات	Hours
معلومات	Information
متوسط	Intermediate
طالب أجنبي	International Student, Foreign Student
أقل من	Less than
مستوى	Level
مكتبة	Library
مصنوع	Made
وزير	Minister
أكثر من	More than
الوطن	Nation
وطني	National
مكتب	Office
رسمية	Official
الأصل	Origin
رئيس	President

(Continued)

Arabic	English
كمية	Quantity
حصل على	Receive
نال	Received
حصول على	Reception of
مُعترف به	Recognized by
مدير	Rector
تسجيل	Registration
جدول	Schedule
منحة	Scholarship
ثانوي	Secondary
تخصص	Specialization
متخصص	Specialized, Specialist
طالب	Student
تلميذ	Student
دراسات	Studies
فريق	Team
التقني	Technical
مؤقت	Temporary
عنوان	Title
موضوع	Topic
المجموع	Total
تدريب	Training
تكوين	Training, Formation
مترجم	Translator
نوع	Type, Kind
يمنح	Was Awarded with
مع	With
بتقدير	With the Rank of
بمرتبة	With the Rank of
بملاحظة	With the Rank of

# Chinese

Chinese is a tonal language which includes the Mandarin and Cantonese dialects. It does not make use of an alphabet-based system. Rather, it uses a writing system based on characters that is divided regionally by use of *traditional* and *simplified* characters. Simplified Chinese was adopted by the government in mainland China in the mid-twentieth century, while Hong Kong, Macau and Taiwan retain the traditional characters (however, these 3 regions typically issue official documents in English as well). Although the information below pertains particularly to the terms used in documents in mainland China, both simplified and traditional Chinese, respectively, are given where the two differ and when pertinent. Also note that Chinese is read from right to left when written vertically in columns. On the other hand, when written horizontally, it is read from left to right. While also spoken in Malaysia and Singapore, Chinese is not the official language of issue for the academic records there.

Please note that Chinese characters in parentheses indicate that they are optional, that is, they may be included in or omitted from a term. For example, the entry 优(秀) means “excellent”. So “excellent” can be written either as 优 or as 优秀.

## NUMBERS

Chinese	English	Chinese	English	Chinese	English	Chinese	English
零 or 〇	Zero	十三	Thirteen	二十六	Twenty-Six	第一	First
一 or 壹	One	十四	Fourteen	二十七	Twenty-Seven	第二	Second
二 or 贰	Two	十五	Fifteen	二十八	Twenty-Eight	第三	Third
三 or 参	Three	十六	Sixteen	二十九	Twenty-Nine	第四	Fourth
四 or 肆	Four	十七	Seventeen	三十	Thirty	第五	Fifth
五 or 伍	Five	十八	Eighteen	三十一	Thirty-One	第六	Sixth
六 or 陆	Six	十九	Nineteen			第七	Seventh
七 or 柒	Seven	二十	Twenty			第八	Eight
八 or 捌	Eight	二十一	Twenty-One			第九	Ninth
九 or 玖	Nine	二十二	Twenty-Two			第十	Tenth
十 or 拾	Ten	二十三	Twenty-Three			第十一	Eleventh
十一	Eleven	二十四	Twenty-Four			第十二	Twelfth
十二	Twelve	二十五	Twenty-Five				



## CALENDAR

Months in Chinese are referred to by their numeric order within the year, followed by the word for “month.” Thus January is 一月 and December is 十二月.

Additionally, Taiwan uses its own date notation system as well as the Gregorian calendar that is found in the West. A Taiwanese year can be converted to its Gregorian equivalent by adding 1911. For instance, the year 97 converts to the Western year 2008.

### Months

Chinese (Simplified)	Chinese (Traditional)	English
一月		January
二月		February
三月		March
四月		April
五月		May
六月		June
七月		July
八月		August
九月		September
十月		October
十一月		November
十二月		December

### Other Calendar Terms

Chinese (Simplified)	Chinese (Traditional)	English
学期	學期	Academic Term, Semester
学年	學年	Academic Year
现年	現年	Current Year
日期		Date
日		Day
月		Month
年		Year

## PERSONAL DESCRIPTORS

Note that in Chinese the surname comes before the given name.

Chinese (Simplified)	Chinese (Traditional)	English
岁	歲	Age, Years Old
生		Born (When Following a Date)
女		Female
性别		Gender
男		Male
姓名 or 名字		Name
国籍	國籍	Nationality
籍贯	籍貫	Native of, Birthplace, Origin
学号	學號	Student Number, ID Number
姓		Surname

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Chinese (Simplified)	Chinese (Traditional)	English
学历证书	學歷證書	Academic History Certificate
学士学位	學士學位	Bachelor's Degree
学士学位证书	學士學位證書	Bachelor's Degree Certificate
证书	證書	Certificate
结业证书	結業證書	Certificate of Completion
毕业证书	畢業證書	Graduation Certificate, Diploma
硕士学位	碩士學位	Master's Degree
硕士学位证书	碩士學位證書	Master's Degree Certificate
博士学位	博士學位	Doctoral Degree
博士学位证书	博士學位證書	Doctoral Degree Certificate
原件 or 正本		Original Document
职业资格证书		Professional Qualification Certificate
单课结业证书		Single Course Completion Certificate
成绩单	成績單	Transcript

## COURSE/SUBJECT ENTRIES

Chinese (Simplified)	Chinese (Traditional)	English
会计	會計	Accounting
高等		Advanced
农学	農學	Agriculture
代数	代數	Algebra
应用 or 实用	應用 or 實用	Applied, Practical
人类学	人類學	Anthropology
建筑学	建築學	Architecture
艺术 or 美术	藝術 or 美術	Art, Fine Arts
视听	視聽	Audio-Visual
马克思主义基本原理		Basic Principles of Marxism
微积分	微積分	Calculus
中文		Chinese
必修 or 必修课	必修 or 必修課	Compulsory, Required Course
计算机 or 电脑	計算機 or 電腦	Computer(s)
课程	課程	Course, Program
设计	設計	Design, Project
经济学	經濟學	Economics
教育		Education
选修 or 选修课	選修 or 選修課	Elective Course
工程		Engineering
英文 or 英语	英文 or 英語	English
实验	實驗	Experiment, Laboratory
财经	財經	Finance
外语	外語	Foreign Language
法文 or 法语	法文 or 法語	French
基础	基礎	Fundamentals, Foundation, Basics
德文 or 德语	德文 or 德語	German
毕业设计	畢業設計	Graduation Project

(Continued)

Chinese (Simplified)	Chinese (Traditional)	English
毕业论文	畢業論文	Graduation Thesis, Dissertation
历史	歷史	History
国际	國際	International
实习	實習	Internship
概论	概論	Introduction
毛泽东思想邓小平理论和“三个代表”重要思想概论		Introduction to Mao Zedong's Thoughts, Deng Xiaoping's Theory, and the Important Idea of the "Three Represents"
日文 or 日语	日文 or 日語	Japanese
语文	語文	Language and Literature
文学	文學	Literature
管理学	管理學	Management
毛泽东思想和中国特色社会主义		Mao Zedong's Thought and Socialism with Chinese Characteristics
数学	數學	Mathematics
军事学	軍事學	Military Science
口语	口語	Oral, Spoken
中国近现代史纲要		Outline of Modern Chinese History
哲学	哲學	Philosophy
体育	體育	Physical Education
政治学	政治學	Political Science
实践	實踐	Practice, Laboratory
心理学	心理學	Psychology
研究	研究	Research
科学	科學	Science
讲座	講座	Seminar, Lecture
形势与政策	形勢於政策	Situation and Policy
社会学	社會學	Sociology
西班牙文		Spanish
科技		Technology

(Continued)

Chinese (Simplified)	Chinese (Traditional)	English
考察 or 考查 or 考试	考察 or 考查 or 考試	Test, Examination
学	學	The Study of (When Attached as a Suffix)
理论	理論	Theory, Theoretical
论文	論文	Thesis, Dissertation
贸易	貿易	Trade
写作	寫作	Writing

## TYPES OF EDUCATIONAL INSTITUTIONS

Chinese (Simplified)	Chinese (Traditional)	English
成人高等学校		Adult Higher Education Institution
管理干部学院		Cadre Management College
学院	學院	College, Institute, University
大学	大學	College, Institute, University
函(受)大(学)		Correspondence University
小学	小學	Elementary School
夜(间)大(学) or 夜大学		Evening University
研究所		Graduate School
高等学校		Higher Education Institution
高等教育自学考试 or 自学考试 or 自考		Higher Education Self-Study Examination
初级中学(初中)	初級中學(初中)	Junior High School, Junior Middle School
幼儿师范学校		Kindergarten Teachers' School
中学	中學	Middle School
教育部		Ministry of Education
民办学校		Private Education Institution, "Minban"
普通高等学校		Regular Higher Education Institution
中等专业学校(中专)		Secondary Specialized School
中等技术学校		Secondary Technical School

(Continued)

Chinese (Simplified)	Chinese (Traditional)	English
高级中学(高中)	高級中學(高中)	Senior High School, Senior Middle School
业余大学		Spare-Time University, Part-Time University
专科学校		Specialized College
师范学院		Teachers' College
师范大学	師範大學	Teachers' University, Normal University
电(视)大(学)		Television University
职工大学		Workers' and Peasants' University

## GRADES

Chinese (Simplified)	Chinese (Traditional)	English
中(等)		Average, Satisfactory
优(秀)	優(秀)	Excellent
良(好)		Good
成绩	成績	Grade
及(格)		Marginal, Barely Satisfactory, Passing
合(格) or 通过	合(格) or 通過	Pass (In the Pass/Fail System)
不及(格) or 不合(格)		Unsatisfactory, Fail

## COMMON PROFESSIONAL FIELDS

In Chinese, a professional title is frequently similar to the name of the field but with the character for master 师/師 (simplified/traditional), instead of the character for study 学/學. For instance, in the simplified version, contrast engineering 工程学 and engineer 工程师 or education 教学 and teacher 教师.

Note that the following professional fields may also be found as the names of courses or academic departments.

Chinese (Simplified)	Chinese (Traditional)	English
会计学	會計學	Accounting
建筑学	建築學	Architecture
工商管理学	工商管理學	Business Administration

(Continued)

Chinese (Simplified)	Chinese (Traditional)	English
口腔学	口腔學	Dentistry
经济学	經濟學	Economics
教育学	教育學	Education
工学 or 工程学	工學 or 工程學	Engineering
法学	法學	Law
文学	文學	Literature or Arts
管理学	管理學	Management
医学	醫學	Medicine
护理学	護理學	Nursing
药学	藥學	Pharmacy
公共管理学	公共管理學	Public Administration
理学	理學	Science
中医 or 中医学	中醫 or 中醫學	Traditional Chinese Medicine

## OTHER COMMON EDUCATIONAL TERMS

Chinese (Simplified)	Chinese (Traditional)	English
中华人民共和国学位条例		Academic Degrees Regulation of the People's Republic of China
授予		Awarded
本科		<i>Benke</i> , Undergraduate Program (Usually 4 Years)
大学生	大學生	College Student, University Student
修完		Completed
入学日期	入學日期	Date of Entrance
毕业日期	畢業日期	Date of Graduation
系		Department
系主任		Department Head
制		Duration, Length of Program
于		From, In, At
毕业	畢業	Graduate, Graduated
研究生		Graduate Student

(Continued)

Chinese (Simplified)	Chinese (Traditional)	English
学校 or 校名	學校 or 校名	Institution Name
学校编号		Institution Number
符合		Meet
我校		My School
中华人民共和国	中華人民共和國	People's Republic of China
准予		Permitted
级	級	Rank, Level
中华民国	中華民國	Republic of China (Taiwan)
规定	規定	Rules, Regulations, Requirements
校长 or 院长	校長 or 院長	School President, Dean
学分	學分	Semester Unit, Credit
专业	專業	Specialization, Major
学生	學生	Student
学时	學時	Study Hours
教学计划		Teaching Plan
本校		This School
至		To
翻译	翻譯	Translation
本科生		Undergraduate Student
专科	專科	<i>Zhuanke</i> , Specialized Program (2 to 3 Years in Length)



# Dutch

The Dutch language belongs to the Western-Germanic language group and serves as the official language in the Kingdom of the Netherlands, which is formed by Aruba, Curaçao, St. Maarten, and the Netherlands, including the BES Islands (Bonaire, Saba, and Saint Eustatius). It is also an official language in Suriname and Flanders (region in Belgium). The Dutch alphabet is based on the Latin one and consists of 26 letters. The documents from the above countries are typically issued in Dutch and/or English.

## NUMBERS

Dutch	English		Dutch	English
<i>Nul</i>	Zero			
<i>Een</i>	One		<i>Eerste (1e)</i>	First (1 <sup>st</sup> )
<i>Twee</i>	Two		<i>Tweede (2e)</i>	Second (2 <sup>nd</sup> )
<i>Drie</i>	Three		<i>Derde (3e)</i>	Third (3 <sup>rd</sup> )
<i>Vier</i>	Four		<i>Vierde (4e)</i>	Fourth (4 <sup>th</sup> )
<i>Vijf</i>	Five		<i>Vijfde (5e)</i>	Fifth (5 <sup>th</sup> )
<i>Zes</i>	Six		<i>Zesde (6e)</i>	Sixth (6 <sup>th</sup> )
<i>Zeven</i>	Seven		<i>Zevende (7e)</i>	Seventh (7 <sup>th</sup> )
<i>Acht</i>	Eight		<i>Achtste (8e)</i>	Eighth (8 <sup>th</sup> )
<i>Negen</i>	Nine		<i>Negende (9e)</i>	Ninth (9 <sup>th</sup> )
<i>Tien</i>	Ten		<i>Tiende (10e)</i>	Tenth (10 <sup>th</sup> )
<i>Elf</i>	Eleven		<i>Elfde (11e)</i>	Eleventh (11 <sup>th</sup> )
<i>Twaalf</i>	Twelve		<i>Twaalfde (12e)</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

### Months

Dutch	English
<i>Januari</i>	January
<i>Februari</i>	February
<i>Maart</i>	March
<i>April</i>	April
<i>Mei</i>	May
<i>Juni</i>	June
<i>Juli</i>	July
<i>Augustus</i>	August
<i>September</i>	September
<i>Oktober</i>	October
<i>November</i>	November
<i>December</i>	December

### Other Calendar Terms

Dutch	English
<i>Academisch Jaar</i>	Academic Year
<i>Jaar</i>	Year
<i>Jaarindeling</i>	Academic Calendar
<i>Maand</i>	Month
<i>Schooljaar</i>	School Year
<i>Semester</i>	Semester

## PERSONAL DESCRIPTORS

Dutch	English
<i>Achternaam</i>	Surname
<i>Geboortedatum</i>	Date of Birth
<i>Geboorteplaats</i>	Place of Birth
<i>Geboren op</i>	Born on
<i>Naam</i>	Name

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Dutch	English
<i>Akte</i>	Diploma, Certificate, Document
<i>Akte Pedagogiek</i>	Teacher Training Diploma
<i>Baccalaureus</i>	Bachelor's Degree
<i>Beoordelingslijst</i>	Grade List
<i>Candidaatsexamen</i>	University Examination Taken after 2 to 3 Years of Study (Phased out in Suriname)
<i>Certificaat</i>	Certificate
<i>Cijferlijst</i>	Transcript
<i>Diploma</i>	Diploma, Certificate
<i>Diploma van Secundair Onderwijs</i>	Diploma of Secondary Education (In Flanders, Belgium)
<i>Doctor, dr.</i>	Doctor (Research Degree)
<i>Doctoraal Examen</i>	University Degree Examination Taken after 4 to 6 Years of Study (Phased out in the Netherlands and Suriname)
<i>Doctorandus, drs.</i>	Title Awarded after Passing <i>Doctoraal Examen</i>
<i>Dossierverklaring</i>	Transcript (in Flanders, Belgium)
<i>Dubbel</i>	Duplicate
<i>Getuigschrift</i>	Certificate, Diploma
<i>Graad</i>	Degree
<i>Hoger Algemeen Voortgezet Onderwijs (HAVO) Diploma</i>	Higher General Secondary Education Diploma

(Continued)

Dutch	English
<i>Hoger Beroepsonderwijs (HBO) Diploma</i>	Higher Professional Education Diploma
<i>Kandidaat</i>	Qualification Representing 2 to 3 Years of Study (In Flanders, Belgium)
<i>Kandidaatsexamen</i>	University Examination Taken after 3 Years of Study (In the Netherlands)
<i>Kopie</i>	Copy
<i>Licenciaat</i>	Qualification Representing a Minimum Total of 4 Years of Study (In Flanders, Belgium. Phased out in Suriname.)
<i>Master</i>	Master
<i>Middelbaar Beroepsonderwijs (MBO) Diploma</i>	Senior Secondary Vocational Education Diploma
<i>Onderwijskundig Rapport</i>	Education Report (Transcript)
<i>Praktijkdiploma</i>	Practical Diploma Certificate for Passing Examination in Practical Skills
<i>Prop(a)edeuse Certificaat</i>	Propaedeutic Examination Certificate
<i>Vorbereidend Middelbaar Beroepsonderwijs (VMBO) Diploma</i>	Preparatory Secondary Vocational Education Diploma
<i>Vorbereidend Wetenschappelijk Onderwijs (VWO) Diploma</i>	University Preparatory Education Diploma

## **COURSE/SUBJECT ENTRIES**

Dutch	English
<i>Aanvullend Onderzoek</i>	Supplementary Examination
<i>Aardkunde</i>	Geology
<i>Aardrijkskunde</i>	Geography
<i>Algemeen</i>	General
<i>Afsluitend Examen</i>	Final Examination
<i>Afstudeeropdracht</i>	Final Project
<i>Afstudeerscriptie</i>	Final Paper
<i>Basis</i>	Basic
<i>Bedrijfskunde</i>	Business Economics
<i>Beeldende Kunsten</i>	Fine Arts

(Continued)

Dutch	English
<i>Beginnelsen van de</i>	Principles of, Beginning of
<i>Beheer</i>	Management
<i>Bestuurskunde</i>	Public Administration
<i>Biologie</i>	Biology
<i>Boekhouding</i>	Bookkeeping, Accounting
<i>Bosbouw</i>	Forestry
<i>Bouwkunde</i>	Architecture
<i>Bouwkunst</i>	Architecture
<i>Centraal Examen</i>	National Examination
<i>Colloquium Doctum</i>	Matriculation Examination
<i>Cultuurwetenschappen</i>	Humanities
<i>Didactiek</i>	Didactics
<i>Diergeneeskunde</i>	Veterinary Medicine
<i>Dierkunde</i>	Zoology
<i>Dissertatie</i>	Doctoral Thesis Based on 2 to 4 Years of Study and Research after the <i>Doctoraal Examen</i>
<i>Duits</i>	German
<i>Economie</i>	Economics
<i>Eindexamen</i>	School-Leaving Examination
<i>Engels</i>	English
<i>Farmacie</i>	Pharmacy
<i>Frans</i>	French
<i>Fundamenten van</i>	Fundamentals of, Foundations of
<i>Fysiotherapie</i>	Physiotherapy
<i>Geesteswetenschappen</i>	Humanities
<i>Geneeskunde</i>	Medicine
<i>Geschiedenis</i>	History
<i>Geschreven</i>	Written
<i>Gezondheidsleer</i>	Health, Hygiene
<i>Godsdienstonderwijs</i>	Religious Education
<i>Grieks</i>	Greek

(Continued)

Dutch	English
<i>Gymnastiek</i>	Physical Education
<i>Handvaardigheid</i>	Arts and Crafts
<i>Hoofdvak</i>	Main Subject
<i>Huishoudkunde</i>	Domestic Science
<i>Inleiding tot de</i>	Introduction to
<i>Journalistiek</i>	Journalism
<i>Keuzevakken</i>	Electives
<i>Kunstonderwijs</i>	Art Education
<i>Laboratorium</i>	Laboratory
<i>Landbouwwetenschap</i>	Agricultural Science
<i>Landmeetkunde</i>	Geodesy, Surveying
<i>Latijn</i>	Latin
<i>Leerlingwezen</i>	Apprenticeship
<i>Letterkunde</i>	Literature
<i>Lezen</i>	Reading
<i>Lezing</i>	Lecture
<i>Lichamelijke Opvoeding</i>	Physical Education
<i>Luchtvaarttechniek</i>	Aerospace Engineering
<i>Maatschappelijk Werk</i>	Social Work
<i>Massacommunicatie</i>	Mass Communication
<i>Mechanica</i>	Mechanics
<i>Meetkunde</i>	Geometry
<i>Menskunde</i>	Human Biology
<i>Milieukunde</i>	Environmental Studies, Environmental Sciences
<i>Mondeling</i>	Oral
<i>Muziek</i>	Music
<i>Natuurkunde</i>	Physics
<i>Nederlandse Taal-en Letterkunde</i>	Dutch Language and Literature
<i>Verpleegkunde</i>	Nursing
<i>Onderwerp</i>	Subject, Course

(Continued)

Dutch	English
<i>Opstel</i>	Essay
<i>Opvoedkunde</i>	Pedagogy
<i>Pedagogie</i>	Pedagogy
<i>Plantkunde</i>	Botany
<i>Politieke Wetenschappen</i>	Political Science
<i>Praktisch</i>	Practical
<i>Proefschrift</i>	Dissertation (Doctoral)
<i>Project</i>	Project
<i>Psychologie</i>	Psychology
<i>Recht</i>	Law
<i>Scheikunde</i>	Chemistry
<i>Scriptie</i>	Research Paper (Bachelor's/Master's Level)
<i>Seminar</i>	Seminar
<i>Staatshoudkunde</i>	Political Economics
<i>Staatsexamen</i>	State Examination
<i>Stage</i>	Internship
<i>Statistiek</i>	Statistics
<i>Sterrenkunde</i>	Astronomy
<i>Taal</i>	Languages
<i>Tandheelkunde</i>	Dentistry
<i>Theorie</i>	Theory
<i>Toegepaste</i>	Applied
<i>Toets</i>	Test
<i>Trigonometrie</i>	Trigonometry
<i>Vaderlandse Geschiedenis</i>	Dutch History
<i>Vak</i>	Subject, Course
<i>Veeteelt</i>	Animal Husbandry
<i>Verkoop</i>	Marketing
<i>Verplicht</i>	Compulsory
<i>Voortgezet</i>	Advanced

(Continued)



Dutch	English
<i>Weg- en Waterbouwkunde</i>	Civil Engineering
<i>Wetenschap</i>	Science
<i>Werkstuk</i>	Paper, Project, Assignment
<i>Werktuigbouwkunde</i>	Mechanical Engineering
<i>Wijsbegeerte</i>	Philosophy
<i>Wiskunde</i>	Mathematics

## TYPES OF EDUCATIONAL INSTITUTIONS

Dutch	English
<i>Academie</i>	Academy
<i>Atheneum</i>	University-Preparatory Secondary School
<i>Avondschoon</i>	Evening School
<i>Basisschool</i>	Primary School
<i>Conservatoria</i>	Music Conservatory
<i>Gymnasium</i>	University-Preparatory Secondary School (With Compulsory Classical Languages)
<i>Hogere Technische School</i>	Higher Technical School ( <i>HBO</i> )
<i>Hogeschool</i>	University of Applied Sciences ( <i>HBO</i> )
<i>Kleuterschool</i>	Pre-Primary School
<i>Kweekschool</i>	Teacher Training School (At Secondary Level - Phased Out)
<i>Lagere Technische School</i>	Lower Technical School
<i>Lyceum</i>	Integrated University-Preparatory Secondary School (Combining <i>HAVO</i> , <i>Atheneum</i> and Sometimes <i>Gymnasium</i> )
<i>Middelbare School</i>	Secondary School
<i>Ministerie van Onderwijs, Cultuur en Wetenschap, OCW</i>	Ministry of Education, Culture and Science (In the Netherlands)
<i>Ministerie van Onderwijs en Volksontwikkeling, MINOV</i>	Ministry of Education and Community Development (In Suriname)
<i>Nederlands-Vlaamse Accreditatieorganisatie</i>	Accreditation Organization of the Netherlands and Flanders

(Continued)

Dutch	English
<i>Ongedeelde VWO School</i>	Unified University Preparatory Education School (Includes Both Humanities and Sciences Streams)
<i>Opleidingscentrum</i>	Training Center
<i>Rijksuniversiteit</i>	State University
<i>Scholengemeenschap</i>	Combined School (Offering <i>VMBO</i> , <i>HAVO</i> and <i>VWO</i> Programs)
<i>Universiteit</i>	University
<i>Vakschool</i>	Vocational Training School

## GRADES

Dutch	English
<i>Aangewezen</i>	Approved
<i>Afgelegd</i>	Passed
<i>Bijna Voldoende</i>	Almost Sufficient
<i>Cijfer</i>	Grade (Result, Performance Indicator)
<i>Gering</i>	Low
<i>Geslaagd</i>	Passed
<i>Goed</i>	Good
<i>Herhaald</i>	Repeated
<i>Incompleteet</i>	Incomplete
<i>Met Genoegen</i>	Clear Pass (In Suriname)
<i>Met Goed Gevolg</i>	Pass (In Suriname)
<i>Met Grootste Onderscheiding</i>	With Highest Distinction
<i>Met Grote Onderscheiding</i>	With Great Distinction, With Honors
<i>Met Lof</i>	With Distinction
<i>Met Onderscheiding</i>	With Distinction
<i>Met Voldoening</i>	With Satisfaction, Sufficient
<i>Ontheffing</i>	Exemption
<i>Onvoldoende</i>	Insufficient
<i>Ruim Voldoende</i>	Amplly Sufficient

(Continued)

Dutch	English
<i>Slecht</i>	Bad
<i>Teruggetrokken</i>	Withdrawn
<i>Uitmundend</i>	Excellent
<i>Uitslag</i>	Result
<i>Voldoende</i>	Sufficient, Pass
<i>Voldoende Testimonium</i>	Attended
<i>Vrijstelling</i>	Exemption
<i>Zeer Goed</i>	Very Good
<i>Zeer Slecht</i>	Very Bad

## COMMON PROFESSIONAL TITLES

Dutch	English
<i>Accountant</i>	Accountant
<i>Apotheker</i>	Pharmacist
<i>Architect</i>	Architect
<i>Arts</i>	Doctor (Physician)
<i>Dameskapper</i>	Hairdresser for Women
<i>Dierenarts</i>	Veterinarian
<i>Fysiotherapeut</i>	Physical Therapist
<i>Herenkapper</i>	Hairdresser for Men
<i>Ingenieur</i>	Engineer
<i>Kapper</i>	Barber
<i>Leraar</i>	Teacher
<i>Leraar Basisonderwijs</i>	Primary School Teacher
<i>Leraar Middelbaar-Onderwijs</i>	Intermediate Secondary School Teacher
<i>Leraar Secundair-Onderwijs</i>	Secondary School Teacher
<i>Meester, mr.</i>	Lawyer
<i>Schoonheidsspecialist</i>	Cosmetologist
<i>Tandarts</i>	Dentist
<i>Titel</i>	Title

(Continued)

Dutch	English
<i>Verloskundige</i>	Midwife
<i>Verpleegster</i>	Nurse

## **OTHER COMMON EDUCATIONAL TERMS**

Dutch	English
<i>Aanstaande Student</i>	Prospective Student
<i>Academische Rang</i>	Academic Rank
<i>Afdeling</i>	Department
<i>Afstudeerrichting</i>	Specialization, Main Subject
<i>Applicatie Cursus</i>	Retraining Program
<i>Bachelorsopleiding</i>	Bachelor's Program
<i>Beroepsonderwijs</i>	Professional or Vocational Education
<i>Basisonderwijs</i>	Primary Education
<i>Brugklas</i>	Transition Year (First Year in Secondary Education)
<i>Buitenlandse Student</i>	Foreign Student, International Student
<i>Bureau Inschrijving</i>	Registrar's Office
<i>College van Bestuur</i>	Board
<i>Cursusduur</i>	Length of Study
<i>Decaan</i>	Dean
<i>Deeltijds</i>	Part-Time
<i>Duur van de Opleiding</i>	Length of Program
<i>Examencommissie</i>	Examination Board
<i>Examenreglement</i>	Examination Rules
<i>Faculteit</i>	Faculty
<i>Graad</i>	Grade (Class, Level)
<i>Graduate</i>	Graduate (Level of University Study)
<i>Hoogleraar</i>	Professor
<i>Instroomprocedure</i>	Admission Procedure
<i>Leerplan</i>	Curriculum

(Continued)

Dutch	English
<i>Leerplicht</i>	Compulsory Education
<i>Leerprogramma</i>	Time Table, Curriculum
<i>Leerweg</i>	Learning Track
<i>Notaris</i>	Notary
<i>Onderwijs op Afstand</i>	Distance Education
<i>Online</i>	Online
<i>Opleiding</i>	Training, Program
<i>Overdracht Student</i>	Transfer Student
<i>Profielen</i>	Subject Clusters
<i>Promotie</i>	The Process during Which One Obtains the Doctorate
<i>Promotor</i>	Professor That Guides a <i>Promovendus</i>
<i>Promovendus</i>	Candidate for the Doctorate Degree
<i>Promoveren</i>	The Act of Obtaining the Doctorate
<i>Rector</i>	Rector
<i>Richting</i>	Major, Specialization
<i>Speciaal Onderwijs</i>	Special Education
<i>Studiebegeleiding</i>	Tutoring
<i>Studiegebied</i>	Major, Specialization
<i>Studielast</i>	Study Load
<i>Studietoelage</i>	Scholarship
<i>Studiepunt</i>	Credit
<i>Technisch Onderwijs</i>	Technical Education
<i>Toelating</i>	Admission
<i>Uitwisselingsprogramma</i>	Exchange Program
<i>Undergraduate</i>	Undergraduate
<i>Universitaire Lerarenopleiding</i>	University Teacher Training Program
<i>Uur</i>	Hour
<i>Vakdidacticus</i>	Course Tutor, Advisor
<i>Vakgroep</i>	Department
<i>Vakstudie</i>	Professional Studies

(Continued)

Dutch	English
<i>Vertaler</i>	Translator
<i>Voltijds</i>	Full-Time
<i>Vooropleiding</i>	Prior Education
<i>Voorzitter</i>	Chairman
<i>Werd Bekroond met</i>	Was Awarded
<i>Wetenschappelijk Onderwijs</i>	University Education
<i>Zwaarte van de Studie</i>	Weight of Study Program

# Farsi

The *Farsi* alphabet system, shown below, is referred to as *alefba*. Made up of 32 letters, the language itself is written and read from right to left. In addition, depending on whether the letters appear at the beginning, middle or end of a word, they can change form. (To view the different forms that each letter can take, a number of online resources can be consulted such as <https://www.persianlanguageonline.com/alphabet/#.>)

Persian is typically used to refer to the Iranian culture, history, and literature. This term also refers to the language of Iran. In Persian, it is called '*Farsi*'. Just as German and 'Deutsch' may be used interchangeably to refer to the German language, similarly, Persian and Farsi are used to refer to the Iranian language. The Persian language is spoken by over 100 million people mainly in Iran, Afghanistan, and Tajikistan, with different varieties. However, due to certain linguistic differences, Farsi, Dari, and Tajiki, are often regarded as separate languages from these respective countries, rather than as dialects of the same language. Academic records in Iran are issued in Farsi.

## ALPHABET

Farsi	English	Farsi	English	Farsi	English
الف	Alef	ز	Ze	ک	Kaf
ب	Be	ژ	Zhe	گ	Gaf
پ	Pe	س	Sin	ل	Lam
ت	Te	ش	Shin	م	Mim
ث	Se	ص	Sad	ن	Nun
ج	Jim	ض	Zad	و	Vav
چ	Che	ط	Ta	ه	He
ح	He	ظ	Za	ی	Ye
خ	Khe	ع	Eyn		
د	Dal	غ	Gheyn		
ذ	Zal	ف	Fe		
ر	Re	ق	Qaf		



Arabic and Farsi also share a similar numeric system. However, the Farsi alphabet has four additional letters not found in the Arabic alphabet system (پ، ژ، چ، ی). As previously mentioned, Farsi is written from right to left; however, numbers are written from left to right. For example, the number 18 would be written as ۱۸.

## NUMBERS

Farsi	Numeral in Farsi	English	Numeral in English	Farsi	English
صفر	۰	Zero	0		
یک	۱	One	1	اول	First
دو	۲	Two	2	دوم	Second
سه	۳	Three	3	سوم	Third
چهار	۴	Four	4	چهارم	Fourth
پنج	۵	Five	5	پنجم	Fifth
شش	۶	Six	6	ششم	Sixth
هفت	۷	Seven	7	هفتم	Seventh
هشت	۸	Eight	8	هشتم	Eight
نه	۹	Nine	9	نهم	Ninth
ده	۱۰	Ten	10	دهم	Tenth
یازده	۱۱	Eleven	11	یازدهم	Eleventh
دوازده	۱۲	Twelve	12	دوازدهم	Twelfth

## CALENDAR

The current official calendar of Iran is referred to as the Solar Hijri (S.H.) calendar, which is marked by Mohammed's emigration to Medina in A.D. 622, known as the *Hijra*. A year in the Solar Hijri or Persian calendar is comprised of twelve months. However, the first six months have 31 days, the next five have 30 days, and the last month has 29 days, with the exception of leap years. The new year begins in March of the Western Gregorian calendar (during the March equinox). For an *approximate* conversion, add 621 years for the Western calendar. As an example, 1388 + 621 years = 2009. More accurate conversion platforms are available online.

## GREGORIAN

### Months

Farsi	English
ژانویه	January
فوریه	February
مارس	March
آپریل	April
مه	May
ژوئن	June
ژوئیه	July
اوت	August
سپتامبر	September
اکتبر	October
نوامبر	November
دسامبر	December

## SOLAR HIJRI

### Months

Month of the Year	Farsi/Persian	English Transliteration
1	فروردین	Farvardin
2	اردیبهشت	Ordibehesht
3	خرداد	Khordad
4	تیر	Tir
5	مرداد	Mordad
6	شهریور	Shahrivar
7	مهر	Mehr
8	آبان	Aban
9	آذر	Azar
10	دی	Dey
11	بهمن	Bahman
12	اسفند	Esfand

### OTHER CALENDAR TERMS

Farsi	English
سال تحصیلی	Academic Year
پاییز	Autumn
روز	Day
ماه	Month
ترم / نیمسال	Semester
بهار	Spring
تابستان	Summer
هفته	Week
زمستان	Winter
سال	Year

## PERSONAL DESCRIPTORS

Farsi	English
سن	Age
تاریخ تولد	Date of Birth
دختر	Daughter of
فرزند	Child of
زن	Female
جنسیت	Gender
مرد	Male
آقای	Mr.
خانم	Ms.
نام / اسم	Name
شماره شناسنامه / کد ملی	National Identification Card Number
ملیت	Nationality
محل تولد	Place of Birth
پسر	Son of
شماره دانشجویی	Student Number, Identification Number
نام خانوادگی	Surname

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Farsi	English
کاردانی / فوق دیپلم	Associate, <i>Kardani</i>
معتبر	Authentic
کارشناسی / لیسانس	Bachelor, <i>Karshenasi</i>
گواهی / گواهینامه	Certificate
گواهی موقت پایان تحصیلات دوره پیش دانشگاهی	Certificate of Completion of Pre-University Cycle
گواهی موقت پایان تحصیلات متوسطه	Certificate of Completion of Secondary Education

(Continued)

Farsi	English
گواهی موقت پایان تحصیلات دوره متوسطه	Certificate of Completion of Secondary Education Cycle
گواهینامه پایان دوره آموزش های فنی حرفه ای	Certificate of Completion of Vocational Training
گواهینامه ریز نمرات	Certified Transcript
کپی	Copy
دیپلم	Diploma
گواهی دیپلم	Diploma, Certificate
دکترت	Doctorate
مدرک فارغ التحصیلی	Graduation Certificate
گواهینامه پایان تحصیلات	Graduation Certificate
فوق لیسانس / کارشناسی ارشد	Master, <i>Karshenasi Arshad</i>
اصل	Original
کارنامه کلی	Overall Record, Transcript
گواهی موقت پایان تحصیلات	Provisional Certificate
رکورد	Record
ریز نمرات	Transcript

## COURSE/SUBJECT ENTRIES

Farsi	English
حسابداری	Accounting
حسابداری برای شرکتهای	Accounting for Companies
پیشرفته	Advanced
علم کشاورزی	Agricultural Science
تحلیلی	Analytical
شیمی تحلیلی	Analytical Chemistry
آناتومی	Anatomy
مردم شناسی	Anthropology
کابردی	Applied
شیمی کاربردی	Applied Chemistry

(Continued)

Farsi	English
هنر	Art
پایه	Basic
زیست شناسی	Biology
گیاه شناسی	Botany
مصالح ساختمانی	Building Materials
شیمی	Chemistry
مهندسی عمران	Civil Engineering
کامپیوتر	Computer
فرهنگ	Culture
دندانپزشکی	Dentistry
طراحی	Design
پردازش سیگنال های دیجیتال	Digital Signal Processing
بوم شناسی	Ecology
اقتصاد	Economics
آموزش-تدریس	Education, Teaching
شاخه الکترومغناطیس	Electromagnetic Field
مدارهای الکترونیکی	Electronics Circuits
مهندسی	Engineering
کارگاه های مهندسی	Engineering Workshops
زبان انگلیسی	English Language
مهندسی محیط زیست	Environmental Engineering
مقاله	Essay
ضروری	Essential, Required
اخلاق	Ethics
امتحان	Examination
زبان فارسی	Farsi Language
کار عملی	Field Work, Practical Work
زبان خارجی	Foreign Language
زبان فرانسه	French Language
پایه / اساس	Fundamentals, Foundations
آموزش عمومی	General Education

(Continued)

Farsi	English
علم عمومی	General Science
زمین شناسی	Geology
گرامر و دستور زبان	Grammar and Morphology
سلامتی	Health
تاریخ	History
تاریخ اسلام	History of Islam
اطلاعات، علوم کامپیوتر	Information, Computer Science
شیمی معدنی	Inorganic Chemistry
روابط بین الملل	International Relations
کارآموزی، آموزش	Internship, Training
تفسیر و علوم قرآنی	Interpretation of the Quran
مقدمه ای بر	Introduction to
اسلام	Islam
معارف اسلامی	Islamic Education, Teaching
فقه اسلامی	Islamic Jurisprudence
انقلاب اسلامی و ریشه های آن	Islamic Revolution and its Roots
الهیات اسلامی	Islamic Theology
آزمایشگاه	Laboratory
قانون/حقوق	Law
سخنرانی	Lecture
زبان‌شناسی	Linguistics
ادبیات	Literature
علم منطق	Logic Science
مدیریت	Management
ساخت و ساز	Manufacturing
بازار یابی	Marketing
ریاضیات	Mathematics
پزشکی	Medicine
میکروپروسسور	Microprocessors
آموزش نظامی	Military Training
موسیقی	Music

(Continued)

Farsi	English
شبکه	Networking
پرستاری	Nursing
سیستم های عامل	Operating Systems
اختیاری	Optional
شفاهی	Oral
شیمی آلی	Organic Chemistry
تولید پتروشیمی	Petrochemical Manufacturing
فلسفه	Philosophy
تربیت بدنی	Physical Education
فیزیک	Physics
علوم سیاسی	Political Science
سیاست	Politics
کاربردی	Practical
آزمون آماده سازی	Preliminary or Preparatory Examination
مقدماتی	Preliminary, Preparatory
اولیه / شروع	Primary, Beginning
اصول عقاید	Principles and Beliefs
اصول / پایه	Principles of
اصول حسابداری	Principles of Accounting
اصول مدیریت بازرگانی	Principles of Business Administration
پروژه	Project
روانشناسی	Psychology
سلامت عمومی	Public Health
تفسیرقرآن	Quranic Exegesis
مذهب	Religion
پژوهش	Research
حقوق	Rights
شریعت	Sharia
فرهنگ ملی سوسیالیستی	Socialist National Culture
جامعه شناسی	Sociology
برنامه نرم افزاری	Software Program

(Continued)



Farsi	English
فعالیت‌های ورزشی	Sports
آزمون دولتی	State Examination
آمار	Statistics
مقاومت مصالح	Strength of Materials
موضوع	Subjects
نظر سنجی	Surveying
آزمون	Test
قرآن	The Quran
نظری	Theoretical
نظریه	Theory
پایان نامه، پایان نامه	Thesis, Dissertation
تجارت، بازرگانی، بازرگانی	Trade, Commerce, Business
ترجمه	Translation
کارگاه‌ها	Workshops
نوشتن	Writing
نوشته شده	Written
حیوان شناسی	Zoology

## TYPES OF EDUCATIONAL INSTITUTIONS

Farsi	English
دانشکده	College
دبستان	Elementary School
موسسه	Institution
مدرسه راهنمایی	Junior High School
وزارت	Ministry
وزارت علوم تحقیقات و فناوری	Ministry of Science, Research, and Technology
مهد کودک	Nursery School
مدرسه /مرکز پیش دانشگاهی	Pre-University Schools, Centers
مدرسه خصوصی	Private School

(Continued)

Farsi	English
مدرسه دولتی	Public School
مدرسه	School
دبیرستان	Secondary School
مرکز آموزش های فنی حرفه ای	Technical and Vocational Training Organization
دانشگاه	University

## GRADES

Farsi	English
میانگین	Average (as in the Numerical Average)
عالی/برتر	Excellent
معافیت	Exempt
مردود	Fail, Failed Attempt
خوب	Good
نمره	Grade
ناتمام	Incomplete, In-Progress
قبولی	Passed (Accepted)
قبولی با موفقیت	Passed (Succeeded)
قبولی با نمره مناسب/قبولی با حد نصاب	Passing (Good Enough, Suitable)
بسیار عالی	Very Excellent
بسیار خوب	Very Good
ضعیف	Weak
حذف مجاز	Withdrawal

## COMMON PROFESSIONAL TITLES

Farsi	English
حسابدار	Accountant
آرایشگر	Barber, Stylist
دندانپزشک	Dentist
دکتر، پزشک	Doctor (Physician)
دکتر پزشکی	Doctor (Can Include Medical Doctors)
مهندس	Engineer
مدیر	Manager
ماما	Midwife
پرستار	Nurse
داروساز	Pharmacist
فیزیوتراپ	Physical Therapist
معلم	Teacher
آموزگار	Teacher
دامپزشک	Veterinarian

## OTHER COMMON EDUCATIONAL TERMS

Farsi	English
پذیرش	Admission
عامل، نماینده، رسمی	Agent, Representative, Official
فرم درخواست	Application Form
مناسب	Appropriate
بر اساس/بر پایه	Based on
دسته بندی	Category
گواهی	Certification
گواهی شده	Certified
کلاس	Class
کد	Code
ضریب	Coefficient

(Continued)

Farsi	English
صلاحیت	Competence
حاوی	Containing
کشور	Country
دوره	Cycle
داده ها	Data
رییس	Dean
فرمان	Decree
درجه	Degree, Level
گروه	Department
دیجیتال	Digital
تقسیم / قسمت	Division
مدت زمان	Duration, Period of Time
آموزشی	Educational
رشته	Field of Study
نهایی	Final
فارغ التحصیل شد	Graduated
فارغ التحصیلی/پایان تحصیلات	Graduation
بالا	High
ساعت	Hour
اطلاعات	Information
حد واسط	Intermediate
دانشجوی بین المللی / دانشجوی خارجی	International Student, Foreign Student
صدور	Issuance
کمتر از	Less than
سطح	Level
کتابخانه	Library
ساخته شده	Made
وزیر	Minister
بیشتر از	More than
ملت	Nation
ملی	National

(Continued)

Farsi	English
دفتر	Office
رسمی	Official
اصل و نسب	Origin
رئیس جمهور/ رئیس	President
کمیت	Quantity
دریافت کردن	Receive
اخذ شده/ دریافت شده	Received
پذیرش	Reception of
شناخته شده توسط	Recognized by
پیشوا	Rector
ثبت	Registration
برنامه	Schedule
بورس تحصیلی	Scholarship
ثانوی/دبیرستان	Secondary
تخصص	Specialization
متخصص، متخصص	Specialized, Specialist
دانشجو/دانش آموز	Student
مطالعات	Studies
گروه/ تیم	Team
فنی	Technical
موقت	Temporary
عنوان	Title
موضوع	Topic
جمع/ کل/ مجموع	Total
آموزش	Training
آموزش، تشکیل	Training, Formation
مترجم	Translator
نوع، نوع	Type, Kind
اهدا شد/ تقدیم شد	Was Awarded with
با	With
با رتبه/با امتیاز	With the Rank of

# French

French is an official language in Belgium (Wallonia and Brussels region), Canada (Province of Quebec and the region of Acadia in the Province of New Brunswick), France, Haiti, Luxembourg, the Principality of Monaco, Switzerland (Romandy region), and in the Francophone African countries, including Benin, Burkina Faso, Burundi, Cameroon, Central African Republic, Chad, Comoros, Democratic Republic of Congo, Djibouti, Gabon, Ivory Coast, Madagascar, Mali, Niger, Republic of Congo, Republic of Guinea, Rwanda, Senegal, Seychelles and Togo. Although it is not a national language in the following countries, it is also common to receive academic records in French from Algeria, Lebanon, Mauritania, Morocco, and Tunisia.

## NUMBERS

French	English		French	English
<i>Zéro</i>	Zero			
<i>Un</i>	One		<i>Premier (1er)</i>	First (1 <sup>st</sup> )
<i>Deux</i>	Two		<i>Deuxième (2e)</i>	Second (2 <sup>nd</sup> )
<i>Trois</i>	Three		<i>Troisième (3e)</i>	Third (3 <sup>rd</sup> )
<i>Quatre</i>	Four		<i>Quatrième (4e)</i>	Fourth (4 <sup>th</sup> )
<i>Cinq</i>	Five		<i>Cinquième (5e)</i>	Fifth (5 <sup>th</sup> )
<i>Six</i>	Six		<i>Sixième (6e)</i>	Sixth (6 <sup>th</sup> )
<i>Sept</i>	Seven		<i>Septième (7e)</i>	Seventh (7 <sup>th</sup> )
<i>Huit</i>	Eight		<i>Huitième (8e)</i>	Eighth (8 <sup>th</sup> )
<i>Neuf</i>	Nine		<i>Neuvième (9e)</i>	Ninth (9 <sup>th</sup> )
<i>Dix</i>	Ten		<i>Dixième (10e)</i>	Tenth (10 <sup>th</sup> )
<i>Onze</i>	Eleven		<i>Onzième (11e)</i>	Eleventh (11 <sup>th</sup> )
<i>Douze</i>	Twelve		<i>Douzième (12e)</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

Please note that when written in the French language, months are not capitalized.

### Months

French	English
<i>Janvier</i>	January
<i>Février</i>	February
<i>Mars</i>	March
<i>Avril</i>	April
<i>Mai</i>	May
<i>Juin</i>	June
<i>Juillet</i>	July
<i>Août</i>	August
<i>Septembre</i>	September
<i>Octobre</i>	October
<i>Novembre</i>	November
<i>Décembre</i>	December

### Other Calendar Terms

French	English
<i>Année</i>	Year
<i>Année Scolaire</i>	Academic Year
<i>Automne</i>	Fall
<i>Été</i>	Summer
<i>Hiver</i>	Winter
<i>Jour</i>	Day
<i>Mois</i>	Month
<i>Printemps</i>	Spring
<i>Semestre</i>	Semester
<i>Trimestre</i>	Academic Term (Not Necessarily a Trimester)



## PERSONAL DESCRIPTORS

French	English
<i>Âge</i>	Age
<i>Certificat de Naissance</i>	Birth Certificate
<i>Date de Naissance</i>	Birthdate
<i>Féminin</i>	Female
<i>Fille de</i>	Daughter of
<i>Fils de</i>	Son of
<i>Lieu de Naissance</i>	Place of Birth
<i>Madame</i>	Mrs.
<i>Mademoiselle</i>	Miss
<i>Masculin</i>	Male
<i>Mère</i>	Mother
<i>Monsieur</i>	Mr.
<i>Né</i>	Born
<i>Nom</i>	Name
<i>Nom de Famille</i>	Surname
<i>Numéro d'Étudiant</i>	Student Number
<i>Père</i>	Father
<i>Prénom</i>	First Name
<i>Rue</i>	Street

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

French	English
<i>Agrégation de l'Enseignement Secondaire</i>	Teaching Qualification for Secondary School
<i>Agrégation de l'Enseignement Supérieur</i>	Teaching Qualification for University
<i>Attestation</i>	Certificate
<i>Attestation Provisoire</i>	Temporary Certificate
<i>Baccalauréat, BAC</i>	Secondary School Leaving Examination
<i>Baccalauréat</i>	Bachelor (University-Level Degree in Canada)

(Continued)

French	English
<i>Baccalauréat Technique</i>	Secondary School Leaving Examination, Technical Track
<i>Bachelier</i>	Bachelor (University-Level Degree in Belgium and Canada)
<i>Bachelier de l'Enseignement du Second Degré</i>	Baccalaureate of Secondary Education (Secondary School Leaving Examination)
<i>Brevet</i>	Certificate
<i>Brevet de Technicien</i>	Certificate of Technician
<i>Brevet de Technicien Supérieur, BTS</i>	Certificate of Higher Technician
<i>Bulletin de Notes</i>	Report Card, Transcript
<i>Candidat</i>	Candidate (University-Level Degree in Belgium)
<i>Certificat d'Aptitude Professionnelle, CAP</i>	Certificate of Professional Competence
<i>Certificat d'Assiduité</i>	Certificate of Attendance
<i>Certificat de Fin d'Études Secondaires</i>	Certificate of End of Secondary Studies
<i>Certificat de Maturité</i>	Certificate of Maturity (In Switzerland)
<i>Certificat de Scolarité</i>	Certificate of Enrollment
<i>Certificat Homologué</i>	Approved Certificate, Recognized Certificate
<i>Copie Conforme</i>	Certified True Copy
<i>Diplôme d'Études Approfondies, DEA</i>	Diploma of Advanced Studies
<i>Diplôme d'Études Collégiales, DEC</i>	Diploma of Collegial Studies (In Quebec, Canada)
<i>Diplôme d'Études Secondaires</i>	Diploma of Secondary Studies (In Quebec, Canada)
<i>Diplôme d'Études Supérieures, DES</i>	Diploma of Higher Studies
<i>Diplôme d'Études Supérieures Spécialisées, DESS</i>	Diploma of Higher Specialized Studies
<i>Diplôme d'Études Universitaires Générales, DEUG</i>	Diploma of General University Studies
<i>Diplôme Universitaire de Technologie, DUT</i>	University Diploma of Technology
<i>Diplôme Visé</i>	Approved Diploma (By the Ministry of Education)
<i>Docteur en Médecine</i>	Doctor of Medicine
<i>Doctorat</i>	Doctorate

(Continued)

French	English
<i>Doctorat d'État</i>	State Doctorate
<i>Grade de</i>	Level of (Degree of)
<i>Licence</i>	Licentiate, University-Level Degree Representing a Minimum Total of 3 Years of Study
<i>Maîtrise</i>	University-Level Degree Representing a Minimum Total of 4 Years of Study
<i>Master</i>	Master
<i>Mastère</i>	Master
<i>Relevé de Notes</i>	Statement of Grades, Transcript

## **COURSE/SUBJECT ENTRIES**

French	English
<i>Allemand</i>	German
<i>Anglais</i>	English
<i>Appliqué</i>	Applied
<i>Atelier</i>	Workshop
<i>Biologie</i>	Biology
<i>Chimie</i>	Chemistry
<i>Comptabilité</i>	Accounting
<i>Concours</i>	Competitive Examination
<i>Contrôle Continu</i>	Examination
<i>Cours Magistral</i>	Lecture
<i>Dessin</i>	Drawing
<i>Droit</i>	Law
<i>Économie</i>	Economics
<i>Écrit</i>	Written
<i>Éducation Physique</i>	Physical Education
<i>Enseignement</i>	Education Studies, Teaching
<i>Épreuve</i>	Test, Examination
<i>Études</i>	Studies

(Continued)

French	English
<i>Examen à Reprendre</i>	Examination to be Retaken
<i>Examen Probatoire</i>	Preliminary Examination for the <i>Baccalauréat</i> (Secondary School Leaving Examination)
<i>Facultatif</i>	Optional Course or Examination
<i>Financier</i>	Financial, Related to Finance
<i>Fondamental</i>	Fundamental
<i>Français</i>	French
<i>Général</i>	General
<i>Génie</i>	Engineering
<i>Géographie</i>	Geography
<i>Gestion</i>	Management
<i>Grec</i>	Greek
<i>Histoire</i>	History
<i>Informatique</i>	Computer Science
<i>Introduction à</i>	Introduction to
<i>Langue Étrangère</i>	Foreign Language
<i>Langue Vivante</i>	Modern Language
<i>Latin</i>	Latin
<i>Littérature</i>	Literature
<i>Matériaux</i>	Materials
<i>Mathématiques</i>	Mathematics
<i>Matière</i>	Subject
<i>Mécanique</i>	Mechanics
<i>Mémoire</i>	Research Paper, Thesis
<i>Numéro de Cours</i>	Course Number
<i>Obligatoire, O</i>	Mandatory, Required, Compulsory (Course or Examination)
<i>Option</i>	Elective
<i>Oral</i>	Oral
<i>Philosophie</i>	Philosophy
<i>Physique</i>	Physics

(Continued)

French	English
<i>Politique</i>	Political, Politics
<i>Principes de</i>	Principles of
<i>Projet</i>	Project
<i>Sciences de la Vie et de la Terre</i>	Life and Earth Sciences
<i>Sciences Humaines</i>	Human Sciences
<i>Sciences Juridiques</i>	Legal Sciences
<i>Sciences Naturelles</i>	Natural Sciences
<i>Sciences Physiques</i>	Physical Sciences
<i>Stage</i>	Internship
<i>Statistiques</i>	Statistics
<i>Thèse</i>	Thesis
<i>Titre du Cours</i>	Course Title
<i>Travaux Dirigés</i>	Supervised or Directed Study, Seminar
<i>Travaux Pratiques</i>	Laboratory, Practical Work
<i>Travaux Techniques et Laboratoires</i>	Technical and Laboratory Work

## **TYPES OF EDUCATIONAL INSTITUTIONS**

French	English
<i>Académie</i>	Academy, Educational Subdivision of France
<i>Collège</i>	College (May Represent Education at Varying Levels, Including Secondary and Postsecondary Study)
<i>Collège d'Enseignement Général et Professionnel, CEGEP</i>	College of General and Professional Education (In Quebec, Canada)
<i>École</i>	School
<i>École d'Ingénieurs</i>	Engineering School, Also a Type of <i>Grande École</i>
<i>École Maternelle</i>	Preschool
<i>École Normale Supérieure, ENS</i>	Type of <i>Grande École</i> , Specializing in Training for Senior Government Positions as Well as in the Humanities and Social Sciences
<i>Grande École</i>	Institution of Higher Education

(Continued)

French	English
<i>Haute École Spécialisée, HES</i>	University of Applied Sciences (In Switzerland)
<i>Institut Universitaire de Formation des Maîtres, IUFM</i>	University Institute for Teacher Training
<i>Institut Universitaire de Technologie, IUT</i>	University Institute of Technology
<i>Lycée</i>	High School
<i>Ministère de l'Éducation Nationale</i>	Ministry of National Education

## GRADES

French	English
<i>Abandonné</i>	Dropped
<i>Absence Motivée</i>	Justified Absence
<i>Absence Non-Motivée</i>	Unauthorized Absence
<i>Admis</i>	Passed, Admitted
<i>Admis avec la Mention de...</i>	Passed with the Grade of
<i>Ajourné</i>	Deferred (Failed)
<i>Assez Bien</i>	Rather Good
<i>Bien</i>	Good
<i>Classement</i>	Ranking
<i>Cours à Reprendre</i>	Course to Be Retaken
<i>Décision Différée</i>	Deferred Decision (Failed)
<i>Décision du Jury</i>	Decision of Examination Board (Final Grade)
<i>Digne de Mention</i>	Deserving of Distinction
<i>Échec</i>	Failure
<i>Échec pour Cause d'Absences, EA</i>	Failure Due to Absences
<i>Excellent</i>	Excellent
<i>Exempté</i>	Exempted
<i>Désistement</i>	Withdrawal
<i>Dispensé</i>	Exempt
<i>Faible</i>	Weak
<i>Incomplet, I</i>	Incomplete
<i>Mention</i>	Grade (Result, Performance Indicator)

(Continued)

French	English
<i>Moyenne</i>	Average
<i>Moyenne du Groupe</i>	Class Average
<i>Note</i>	Grade
<i>Parfait</i>	Perfect
<i>Passable</i>	Adequate, Acceptable
<i>Redoubler</i>	To Retake (Year of Study)
<i>Refusé</i>	Refusal
<i>Remarque</i>	Note, Comment
<i>Repasser</i>	To Retake (Exam or Course)
<i>Résultat</i>	Result
<i>Réussi</i>	Passed, Succeeded
<i>Très Bien</i>	Very Good

## COMMON PROFESSIONAL TITLES

French	English
<i>Architecte</i>	Architect
<i>Avocat</i>	Lawyer
<i>Comptable</i>	Accountant, Bookkeeper
<i>Dentiste</i>	Dentist
<i>Enseignant</i>	Teacher, Instructor
<i>Infirmier</i>	Nurse
<i>Ingénieur</i>	Engineer
<i>Instituteur</i>	Elementary School Teacher
<i>Kinésithérapeute</i>	Physical Therapist
<i>Médecin</i>	Doctor (Physician)
<i>Pharmacien</i>	Pharmacist
<i>Professeur</i>	Secondary or University Teacher
<i>Profession</i>	Profession
<i>Qualification</i>	Qualification
<i>Sage-Femme</i>	Midwife

(Continued)

French	English
<i>Titre</i>	Title
<i>Vétérinaire</i>	Veterinarian

## **OTHER COMMON EDUCATIONAL TERMS**

French	English
<i>Accéder</i>	To Have Access to (Higher Education)
<i>Annuaire</i>	Course Catalogue Listing
<i>Autre</i>	Other
<i>Chaque</i>	Each
<i>Classe de Première</i>	Penultimate Year of Secondary School (In France, Grade 11)
<i>Classe Préparatoire aux Grandes Écoles, CPGE</i>	Preparatory Classes for Admission to the <i>Grandes Écoles</i>
<i>Classe Terminale</i>	Last Year of Secondary School (In France, Grade 12)
<i>Code du Collège</i>	College Code
<i>Concentration</i>	Concentration
<i>Crédit</i>	Credit
<i>Date d'Émission</i>	Date of Issue
<i>Discipline Dominante</i>	Academic Major
<i>Discipline Sous Dominante</i>	Academic Minor
<i>Donné à</i>	Given at (Place)
<i>Élémentaire</i>	Elementary
<i>Élève</i>	Students (Can Be at Primary, Secondary and Postsecondary [ <i>Grandes Écoles</i> ] Levels)
<i>Émis</i>	Issued
<i>Enseignement du Second Degré</i>	Secondary Education
<i>Enseignement Supérieur</i>	Higher Education
<i>Entreprise</i>	Firm, Business
<i>Équivalence</i>	Equivalence
<i>Étudiant</i>	University Student
<i>Étudiant Régulier à Plein Temps</i>	Regular Full-Time University Student

(Continued)



<b>French</b>	<b>English</b>
<i>Étudiant Régulier à Temps Partiel</i>	Regular Part-Time University Student
<i>Exigence d'Admission</i>	Admission Requirement
<i>Formation</i>	Training
<i>Haute</i>	High, Higher
<i>Heure</i>	Hour
<i>Légende</i>	Explanation of Symbols
<i>Majeure</i>	Major
<i>Matière Principale</i>	Major Subject
<i>Mineure</i>	Minor
<i>Niveau</i>	Level
<i>Obtenu</i>	Obtained
<i>Programme Spécialisé</i>	Specialized Program
<i>Recteur</i>	Rector, Head of Institution
<i>Religieux</i>	Religious
<i>Rentrée</i>	Back-to-School
<i>Secondaire</i>	Secondary
<i>Société</i>	Society, Company, Firm, Association
<i>Spécialité</i>	Major, Specialty
<i>Sur</i>	Over, On
<i>Test d'Aptitudes</i>	Aptitude Test
<i>Unité d'Enseignement et de Recherche, UER</i>	Academic Department, Unit of the University
<i>Unité de Valeur, UV</i>	Credit, Unit

# German

Academic documents from Germany and Austria are typically issued in German. It is also possible to receive records in this language from Belgium (eastern regions), Liechtenstein, and Switzerland (in the cantons of Aargau, Appenzell Ausserrhoden, Appenzell Innerrhoden, Basel-Stadt, Basellandschaft, Glarus, Graubünden, Lucerne, Nidwalden, Obwalden, Schaffhausen, Schwyz, Solothurn, St. Gallen, Thurgau, Uri, Zug, and Zurich). In addition to the standard Latin alphabet, German makes use of four extra letters: Ä (= AE), Ö (= OE), Ü (= UE) and ß (= SS). Note that the letter pairings in parentheses may also be used as alternate spellings. For instance, the German term for Certificate of Completion may be written as *Abschlußzeugnis* or as *Abschlusszeugnis*.

## NUMBERS

German	English		German	English
<i>Null</i>	Zero			
<i>Eins</i>	One		<i>Erste (1.)</i>	First (1 <sup>st</sup> )
<i>Zwei</i>	Two		<i>Zweite (2.)</i>	Second (2 <sup>nd</sup> )
<i>Drei</i>	Three		<i>Dritte (3.)</i>	Third (3 <sup>rd</sup> )
<i>Vier</i>	Four		<i>Vierte (4.)</i>	Fourth (4 <sup>th</sup> )
<i>Fünf</i>	Five		<i>Fünfte (5.)</i>	Fifth (5 <sup>th</sup> )
<i>Sechs</i>	Six		<i>Sechste (6.)</i>	Sixth (6 <sup>th</sup> )
<i>Sieben</i>	Seven		<i>Siebte (7.)</i>	Seventh (7 <sup>th</sup> )
<i>Acht</i>	Eight		<i>Achte (8.)</i>	Eighth (8 <sup>th</sup> )
<i>Neun</i>	Nine		<i>Neunte (9.)</i>	Ninth (9 <sup>th</sup> )
<i>Zehn</i>	Ten		<i>Zehnte (10.)</i>	Tenth (10 <sup>th</sup> )
<i>Elf</i>	Eleven		<i>Elfte (11.)</i>	Eleventh (11 <sup>th</sup> )
<i>Zwölf</i>	Twelve		<i>Zwölfte (12.)</i>	Twelfth (12 <sup>th</sup> )

# CALENDAR

## Months

German	English
<i>Januar</i>	January
<i>Februar</i>	February
<i>März</i>	March
<i>April</i>	April
<i>Mai</i>	May
<i>Juni</i>	June
<i>Juli</i>	July
<i>August</i>	August
<i>September</i>	September
<i>Oktober</i>	October
<i>November</i>	November
<i>Dezember</i>	December

## Other Calendar Terms

German	English
<i>Frühjahr</i>	Spring
<i>Halbjahr</i>	Semester
<i>Herbst</i>	Fall
<i>Jahr</i>	Year
<i>Schulhalbjahr</i>	Semester in School
<i>Schuljahr</i>	School Year
<i>Sommer</i>	Summer
<i>Winter</i>	Winter

## PERSONAL DESCRIPTORS

German	English
<i>Alter</i>	Age
<i>Familienname</i>	Surname
<i>Frau</i>	Mrs., Ms.
<i>Geboren am</i>	Born on
<i>Geburtsdatum</i>	Date of Birth
<i>Geburtsort</i>	Place of Birth
<i>Geschlecht</i>	Gender
<i>Herr</i>	Mr.
<i>Männlich</i>	Male
<i>Matrikulationsnummer</i>	Student Identification Number
<i>Nachname</i>	Surname
<i>Staatsangehörigkeit</i>	Nationality
<i>Vorname</i>	First Name
<i>Weiblich</i>	Female

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

German	English
<i>Abgangszeugnis</i>	Leaving Certificate
<i>Abitur</i>	Another Term for <i>Zeugnis der Allgemeinen Hochschulreife</i> (in Germany)
<i>Abschlußzeugnis</i>	Certificate of Completion
<i>Abschrift</i>	Copy
<i>Approbation</i>	License, Licensure
<i>Aufnahmezeugnis</i>	Admission Certificate
<i>Ausbildungsnachweis</i>	Training Certificate
<i>Ausweis</i>	Permit, ID
<i>Bescheinigung</i>	Certificate

(Continued)

German	English
<i>Beurteilung</i>	Evaluation, Record of Grades
<i>Diplom</i>	Diploma, May Also Refer Specifically to a University Degree
<i>Diplom-Vorprüfung</i>	Intermediate University Examination (Also Referred to as <i>Vordiplom</i> )
<i>Diplomurkunde</i>	Diploma
<i>Doktor der Naturwissenschaften</i>	Doctor of Natural Sciences
<i>Doktor der Philosophie</i>	Doctor of Philosophy
<i>Erste Staatsprüfung</i>	First State Examination
<i>Fachoberschulreife</i>	Certificate of Maturity for Upper Secondary Technical/Vocational School
<i>Fachschulreife</i>	Certificate of Maturity for Technical/Vocational School
<i>Fähigkeitsausweis</i>	Certificate of Proficiency
<i>Fähigkeitszeugnis</i>	Certificate of Proficiency
<i>Gesellenbrief</i>	Certificate of Apprenticeship
<i>Habilitation</i>	Post-Doctoral Research Degree
<i>Jahreszeugnis</i>	Yearly Report Card
<i>Magister</i>	A University-Level Degree
<i>Magister Artium</i>	A University-Level Degree
<i>Matura</i>	Maturity Certificate (Secondary School Final Examination Certificate; Primarily in Austria, Liechtenstein and Switzerland)
<i>Maturitätszeugnis</i>	Maturity Certificate (Secondary School Final Examination Certificate; Primarily in Austria, Liechtenstein and Switzerland)
<i>Mittlere Reife</i>	School Leaving Certificate (Primarily in Germany)
<i>Nachweis</i>	Certificate, Proof
<i>Prüfungszeugnis</i>	Examination Certificate
<i>Reifeprüfung</i>	Maturity Examination, Secondary School Final Examination
<i>Schein</i>	Certificate, University Grade Report
<i>Staatlich Anerkannt</i>	State-Certified

(Continued)

German	English
<i>Staatlich Geprüft</i>	State-Certified
<i>Staatsexamen</i>	State Examination
<i>Studienbuch</i>	Course Record Book
<i>Urkunde</i>	Certificate, Diploma
<i>Urschrift</i>	Original
<i>Vordiplom</i>	Intermediate University Examination (Also Referred to as <i>Diplom-Vorprüfung</i> )
<i>Vorprüfung</i>	Preliminary Examination (e.g., Examination for Preclinical Phase of Medical Program)
<i>Zertifikat</i>	Certificate
<i>Zeugnis</i>	Certificate
<i>Zeugnis der Allgemeinen Hochschulreife</i>	Certificate of Overall Maturity for Higher Education (Secondary School Leaving Examination Certificate in Germany, also known as <i>Abitur</i> )
<i>Zweite Staatsprüfung</i>	Second State Examination
<i>Zweitschrift</i>	Copy, Duplicate
<i>Zwischenprüfung</i>	Intermediate University Examination

## **COURSE/SUBJECT ENTRIES**

German	English
<i>Allgemein</i>	General
<i>Allgemeine Staatslehre</i>	General Political Science
<i>Anfänger</i>	Beginner
<i>Angewandt</i>	Applied
<i>Arbeitsgemeinschaft, AG</i>	Study Group
<i>Arzneimittellehre</i>	Pharmacology
<i>Augenkrankheiten</i>	Ophthalmology
<i>Berufskunde</i>	Career Studies, Occupational Studies
<i>Betriebswirtschaft</i>	Business Science, Business Education
<i>Bildende Kunst</i>	Fine Arts
<i>Biologie</i>	Biology

(Continued)

German	English
<i>Buchführung</i>	Bookkeeping
<i>Buchhaltung</i>	Bookkeeping
<i>Bürgerkunde</i>	Civics
<i>Chemie</i>	Chemistry
<i>Chirurgie</i>	Surgery
<i>Deutsch</i>	German
<i>Diplomarbeit</i>	Thesis
<i>Einführung</i>	Introduction
<i>Englisch</i>	English
<i>Erdkunde</i>	Geography
<i>Ergänzungsprüfung</i>	Supplementary Examination
<i>Ernährungslehre</i>	Nutrition Science, Dietetics
<i>Forschung</i>	Research
<i>Fortgeschritten</i>	Advanced
<i>Französisch</i>	French
<i>Freiwillig</i>	Voluntary, Elective
<i>Fremdsprache</i>	Foreign Language
<i>Gemeinschaftskunde</i>	General Social Science, Civics
<i>Geschichte</i>	History
<i>Gestaltung</i>	Design
<i>Gesundheitslehre</i>	Principles of Health
<i>Grundkurs</i>	Basic Course
<i>Grundlage</i>	Basis, Foundation
<i>Grundprobleme</i>	Basic Problems
<i>Grundzüge</i>	Basics of
<i>Hauptseminar</i>	Advanced Seminar
<i>Hausarbeit</i>	Homework
<i>Kaufmännische Buchführung</i>	Business Accounting, Business Bookkeeping
<i>Kaufmännisches Rechnen</i>	Business Mathematics
<i>Klausur</i>	Written Examination

(Continued)



German	English
<i>Krankenpflege</i>	Nursing
<i>Krankheitslehre</i>	Pathology, Theory of Disease
<i>Kunsterziehung</i>	Art Education
<i>Kunstgeschichte</i>	Art History
<i>Landeskunde</i>	Regional and Cultural Studies
<i>Latein</i>	Latin
<i>Lehrproben</i>	Demonstration Lessons, Teaching Practice
<i>Leibesübungen</i>	Physical Training, Physical Education
<i>Leistungsfach</i>	Advanced Course, Intensive Course
<i>Leistungskurs</i>	Advanced Course, Intensive Course
<i>Mathematik</i>	Mathematics
<i>Mikrobiologie</i>	Microbiology
<i>Mündlich</i>	Oral, Spoken
<i>Musik</i>	Music
<i>Musikerziehung</i>	Music Education
<i>Naturwissenschaften</i>	Natural Sciences
<i>Pädagogik</i>	Pedagogy
<i>Pflanzenkunde</i>	Botany
<i>Pflichtfach</i>	Compulsory Subject
<i>Physik</i>	Physics
<i>Physiologie</i>	Physiology
<i>Praktikum</i>	Internship, Laboratory Course
<i>Projekt</i>	Project
<i>Prüfung</i>	Examination
<i>Psychiatrie</i>	Psychiatry
<i>Psychologie</i>	Psychology
<i>Rechnen</i>	Mathematics
<i>Referat</i>	Seminar Paper and Presentation Thereof
<i>Religionslehre</i>	Religious Studies
<i>Schriftlich</i>	Written

(Continued)

German	English
<i>Seminar</i>	Seminar
<i>Sozialarbeit</i>	Social Work
<i>Sozialkunde</i>	Social Science
<i>Soziologie</i>	Sociology
<i>Sprache</i>	Language
<i>Sprachwissenschaft</i>	Linguistics
<i>Staatsbürgerkunde</i>	Civics
<i>Technisch</i>	Technical
<i>Teilprüfung</i>	Partial Examination
<i>Übung</i>	Exercise, Practice
<i>Umwelt</i>	Environment
<i>Unterrichtsveranstaltung</i>	Lecture, Lesson, Organized Educational Activity
<i>Verwaltungsrecht</i>	Administrative Law
<i>Volkswirtschaft</i>	National Economics, Political Economics
<i>Volkswirtschaftslehre</i>	National Economics, Political Economics
<i>Vorlesung</i>	Lecture, Lecture Course
<i>Vortrag</i>	Lecture, Presentation, Recitation, Report
<i>Wahlfach</i>	Elective Subject
<i>Wahlpflichtfach</i>	Compulsory Elective Subject or Course
<i>Wahlsprache</i>	Elective Language
<i>Wiederholungsprüfung</i>	Repeat Examination
<i>Wirtschaft</i>	Economics
<i>Wissenschaft</i>	Science

## TYPES OF EDUCATIONAL INSTITUTIONS

German	English
<i>Abendgymnasium</i>	Evening Secondary School
<i>Akademie</i>	Academy
<i>Allgemeinbildende Höhere Schule, AHS</i>	Academic Secondary School (In Austria)
<i>Berufsaufbauschule</i>	Vocational Extension School
<i>Berufsbildende Höhere Schule, BHS</i>	Technical and Vocational Secondary School (In Austria)
<i>Berufsfachschule</i>	Vocational School
<i>Berufsschule</i>	Vocational School
<i>Ersatzschule</i>	Private School
<i>Fachhochschule, FH</i>	University of Applied Sciences
<i>Fachoberschule</i>	Upper Technical Secondary School
<i>Fachschule</i>	Advanced Technical and Vocational School; in Austria, Also a Technical and Vocational Secondary School
<i>Fernuniversität</i>	University of Distance Education
<i>Gesamthochschule</i>	Comprehensive Institution of Higher Education
<i>Gesamtschule</i>	Comprehensive Secondary School
<i>Gewerbeschule</i>	Vocational School, Trade School
<i>Grundschule</i>	Primary School, Elementary School
<i>Gymnasium</i>	General Secondary School, University Preparatory Secondary School
<i>Handelsschule</i>	Commercial School
<i>Hauptschule</i>	General (Lower) Secondary School
<i>Hochschule</i>	Institution of Higher Education, University
<i>Kolleg</i>	In Austria, a Higher Level Technical and Vocational School; in Germany, an Institute of General Education that Prepares Adults for Higher Education; also in Germany, a Unit within a University that Provides Doctorate Programs
<i>Krankenpflegeschule</i>	Nursing School
<i>Kunsthochschule</i>	University of the Arts

(Continued)

German	English
<i>Lehranstalt</i>	Educational Institute
<i>Mädchengymnasium</i>	Secondary School for Girls
<i>Ministerium</i>	Ministry
<i>Mittelschule</i>	Middle School, Lower Secondary School
<i>Musikhochschule</i>	Conservatory
<i>Pädagogische Hochschule</i>	University of Teacher Education
<i>Realschule</i>	Middle School, Secondary School
<i>Regionalschule</i>	General Secondary School (In Germany, a Combination of the <i>Hauptschule</i> and <i>Realschule</i> )
<i>Schule</i>	School
<i>Sonderschule</i>	Special Education School
<i>Staatsministerium</i>	State Ministry
<i>Universität</i>	University
<i>Volkshochschule</i>	Adult Education School
<i>Volksschule</i>	Primary School

## GRADES

German	English
<i>Abbrechen</i>	To Drop
<i>Abgebrochen</i>	Dropped
<i>Als Gasthörer</i>	Audited
<i>Ausgezeichnet</i>	Excellent
<i>Ausreichend</i>	Sufficient
<i>Auszeichnung</i>	Distinction
<i>Befreit</i>	Exempted
<i>Befriedigend</i>	Satisfactory
<i>Bestanden</i>	Passed
<i>Besucht</i>	Audited
<i>Durchschnitt</i>	Average, Overall Grade

(Continued)

German	English
<i>Durchschnittsnote</i>	Average, Overall Grade
<i>Einzelergebnis</i>	Individual Result
<i>Ergebnis</i>	Result
<i>Freigestellt</i>	Exempted
<i>Genügend</i>	Sufficient
<i>Gut</i>	Good
<i>Lückenhaft</i>	Incomplete
<i>Mangelhaft</i>	Deficient
<i>Nicht Genügend</i>	Not Sufficient
<i>Nicht Teilgenommen</i>	Did Not Participate (Absent from Class)
<i>Note</i>	Grade
<i>Notenstufe</i>	Grade Scale
<i>Prädikat</i>	Grade, Mark
<i>Rücktritt</i>	Withdrawal
<i>Schein Liegt noch Nicht vor</i>	Not Yet Graded
<i>Sehr Gut</i>	Very Good
<i>Teilgenommen</i>	Participated
<i>Ungenügend</i>	Insufficient
<i>Unvollständig</i>	Incomplete
<i>Veranstaltungen ohne Scheine</i>	No Credits Given
<i>Wiederholt</i>	Repeated
<i>Zensur</i>	Grade, Mark

## COMMON PROFESSIONAL TITLES

German	English
<i>Anwalt</i>	Lawyer
<i>Apotheker</i>	Pharmacist
<i>Architekt</i>	Architect
<i>Arzt</i>	Doctor (Physician)
<i>Beruf</i>	Profession
<i>Elektroniker</i>	Electronic Technician
<i>Friseur</i>	Hairdresser
<i>Geburtshelfer</i>	Midwife
<i>Ingenieur</i>	Engineer
<i>Kaufmann</i>	Businessman
<i>Krankenschwester</i>	Nurse
<i>Lehrer</i>	Teacher
<i>Mechaniker</i>	Mechanic
<i>Physiotherapeut</i>	Physical Therapist
<i>Steuerberater</i>	Accountant
<i>Tierarzt</i>	Veterinarian
<i>Verkäufer</i>	Salesperson
<i>Zahnarzt</i>	Dentist

## OTHER COMMON EDUCATIONAL TERMS

German	English
<i>Abiturient</i>	Graduate of the <i>Gymnasium</i> (In Germany, Student Who Has Received the <i>Zeugnis der Allgemeinen Hochschulreife</i> )
<i>Abgeschlossen</i>	Completed
<i>Abteilung</i>	Department
<i>Anerkannt</i>	Recognized, Accredited
<i>Anerkennung</i>	Recognition
<i>Angabe</i>	Statement
<i>Anzahl</i>	Number, Quantity
<i>Aufbaulehrgang</i>	Extension Program
<i>Ausbildung</i>	Training
<i>Ausländisch</i>	Foreign
<i>Austauschstudent</i>	Exchange Student
<i>Befähigung</i>	Eligibility, Competency, Qualification
<i>Beglaubigt</i>	Certified
<i>Belegen</i>	To Take, Enroll in a Course
<i>Bemerkung</i>	Remark
<i>Berechtigung</i>	Right, Authority, Privilege
<i>Berücksichtigung</i>	Consideration, Regard
<i>Berufsbezeichnung</i>	Professional or Occupational Designation
<i>Beschluss</i>	Decision, Resolution
<i>Bestätigung</i>	Confirmation
<i>Besuch</i>	Attendance
<i>Beurlaubung</i>	Leave of Absence
<i>Bewerbung</i>	Application
<i>Bewertung</i>	Evaluation
<i>Bund</i>	Federation, Federal State
<i>Bundesland</i>	Federation, Federal State
<i>Dekan</i>	Dean (Of a Faculty)
<i>Doktorand</i>	Candidate for the Doctorate

(Continued)

German	English
<i>Doktorat</i>	Period of Study Leading to the Doctorate
<i>Duales System</i>	Dual System (Where Students Participate in Vocational School Classroom and On-the-Job Apprenticeship Training)
<i>Durchführung</i>	Accomplishment, Performance, Execution
<i>Eidgenössisch</i>	Federal (In Switzerland)
<i>Einschliesslich</i>	Including, Inclusive of
<i>Einzelaufgaben</i>	Individual Tasks
<i>Entspricht</i>	Equates to, Is Equivalent to
<i>Erfolg</i>	Success
<i>Erfordernisse</i>	Requirements, Prerequisites
<i>Erlaubnis</i>	License, Permission
<i>Erziehung</i>	Education
<i>Exmatrikulation</i>	Disenrollment
<i>Fach</i>	Subject, Specific Field of Study
<i>Fähigkeit</i>	Ability
<i>Fakultät</i>	Faculty
<i>Fehler</i>	Mistake, Error
<i>Fernstudium</i>	Distance Education
<i>Feststellung</i>	Conclusion, Determination
<i>Ganztags</i>	Full-Time
<i>Gelten</i>	To Apply, to Be Valid
<i>Gesamt</i>	Overall
<i>Gesellschaft</i>	Society
<i>Gesetzliche Vorschriften</i>	Legal Regulations, Statutory Provisions
<i>Gewichtung</i>	Weighting
<i>Gilt</i>	Applies, Is Valid (3rd Person Singular, Present Tense of <i>Gelten</i> )
<i>Grundstudium</i>	Basic University Studies
<i>Grundstufe</i>	Basic Level, Lower Level
<i>Handelskammer</i>	Chamber of Commerce

(Continued)



German	English
<i>Hauptfach</i>	Major (Field of Study)
<i>Hauptstudium</i>	Main University Studies
<i>Hochschullehrer</i>	University Instructor, Professor
<i>Immatrikulation</i>	Enrollment
<i>Jahrgangsstufe</i>	Grade (Class)
<i>Kenntnisse</i>	Knowledge, Skills
<i>Klassenstufe</i>	Grade (Class)
<i>Land</i>	Land, Country, Province
<i>Landkreis</i>	Administrative District
<i>Lehramt</i>	Teaching Profession
<i>Lehrgang</i>	Program of Study, Training Course
<i>Leistungen</i>	Achievements
<i>Leiter</i>	Director, Leader
<i>Lektion</i>	Lesson
<i>Nachgewiesen</i>	Proven
<i>Nebenfach</i>	Minor (Field of Study), Minor or Subsidiary Subject
<i>Neusprachliche</i>	Relating to or Focusing on Modern-Languages
<i>Nicht</i>	Not
<i>Notar</i>	Notary
<i>Oberstufe</i>	Upper Secondary Level
<i>Pädagogisch</i>	Educational, Pedagogical
<i>Promotion</i>	Award of Doctorate Degree
<i>Prüfungsausschuss</i>	Examination Board
<i>Prüfungsordnung</i>	Examination Regulation
<i>Punktsumme</i>	Total Points
<i>Punktzahl</i>	Total Points
<i>Regierungsschuldirektor</i>	Government School Director
<i>Rektor</i>	University President, Chancellor
<i>Richtigkeit</i>	Accuracy
<i>Schluss</i>	End, Termination

(Continued)

German	English
<i>Schulbesuch</i>	Attendance
<i>Schulbildung</i>	Educational Background
<i>Schulleiter</i>	Principal, Headmaster
<i>Sonstig</i>	Other
<i>Speziell</i>	Special, Specific
<i>Staat</i>	State
<i>Staatlich</i>	State
<i>Studienfach</i>	Course, Field of Study
<i>Studium</i>	Study
<i>Stunde</i>	Hour
<i>Stundenplan</i>	Time Table, Schedule
<i>Stundenzahl</i>	Number of Hours
<i>Tag der Aufnahme</i>	Date of Admission
<i>Teil</i>	Part
<i>Teilnehmer</i>	Participant
<i>Teilzeit</i>	Part-Time
<i>Übereinstimmung</i>	Agreement, Correspondence
<i>Übersetzen</i>	To Translate
<i>Übersetzung</i>	Translation
<i>Unterricht</i>	Instruction, Class
<i>Unterschrift</i>	Signature
<i>Unterzogen</i>	Taken (Examination)
<i>Versetzen</i>	To Promote (To the Next Grade), Advance, Move Up
<i>Verwaltung</i>	Administration
<i>Vollzeit</i>	Full-Time
<i>Vorbildung</i>	Educational Background, Qualifications
<i>Vorläufig</i>	Preliminary
<i>Vorsitzende</i>	Chairman
<i>Wechsel des Studienfaches</i>	Change of Major, Field of Study
<i>Weiterbildung</i>	Continuing Education

(Continued)

<b>German</b>	<b>English</b>
<i>Wochenstundenzahl</i>	Hours of Study per Week
<i>Zahl</i>	Number
<i>Ziffer</i>	Number
<i>Zuerkannt</i>	Granted, Awarded

# Italian

Italian is found as an official language in a number of areas within the European continent. In addition to Italy, it serves as an official language in Switzerland (in the cantons of Graubünden and Ticino), San Marino, Vatican City and parts of Croatia and Slovenia. The Italian alphabet has only 21 letters, as there is no J, K, W, X, or Y. While they can exist, these letters are mainly found in foreign loanwords.

## NUMBERS

Please note that the ordinal numbers in Italian may also be abbreviated using the numeral, followed by an “o” or an “a” as a superscript. For example *1<sup>o</sup>* stands for the masculine singular of “1<sup>st</sup>”, and *1<sup>a</sup>* for the feminine singular.

Italian	English		Italian	English
<i>Zero</i>	Zero			
<i>Uno</i>	One		<i>Primo (1<sup>o</sup>)</i>	First (1 <sup>st</sup> )
<i>Due</i>	Two		<i>Secondo (2<sup>o</sup>)</i>	Second (2 <sup>nd</sup> )
<i>Tre</i>	Three		<i>Terzo (3<sup>o</sup>)</i>	Third (3 <sup>rd</sup> )
<i>Quattro</i>	Four		<i>Quarto (4<sup>o</sup>)</i>	Fourth (4 <sup>th</sup> )
<i>Cinque</i>	Five		<i>Quinto (5<sup>o</sup>)</i>	Fifth (5 <sup>th</sup> )
<i>Sei</i>	Six		<i>Sesto (6<sup>o</sup>)</i>	Sixth (6 <sup>th</sup> )
<i>Sette</i>	Seven		<i>Settimo (7<sup>o</sup>)</i>	Seventh (7 <sup>th</sup> )
<i>Otto</i>	Eight		<i>Ottavo (8<sup>o</sup>)</i>	Eighth (8 <sup>th</sup> )
<i>Nove</i>	Nine		<i>Nono (9<sup>o</sup>)</i>	Ninth (9 <sup>th</sup> )
<i>Dieci</i>	Ten		<i>Decimo (10<sup>o</sup>)</i>	Tenth (10 <sup>th</sup> )
<i>Undici</i>	Eleven		<i>Undicesimo (11<sup>o</sup>)</i>	Eleventh (11 <sup>th</sup> )
<i>Dodici</i>	Twelve		<i>Dodicesimo (12<sup>o</sup>)</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

Please note that when written in the Italian language, months are not capitalized.

### Months

Italian	English
<i>Gennaio</i>	January
<i>Febbraio</i>	February
<i>Marzo</i>	March
<i>Aprile</i>	April
<i>Maggio</i>	May
<i>Giugno</i>	June
<i>Luglio</i>	July
<i>Agosto</i>	August
<i>Settembre</i>	September
<i>Ottobre</i>	October
<i>Novembre</i>	November
<i>Dicembre</i>	December

### Other Calendar Terms

Italian	English
<i>Anno</i>	Year
<i>Anno Accademico</i>	Academic Year
<i>Anno Scolastico</i>	Scholastic Year
<i>Giorno</i>	Day

## PERSONAL DESCRIPTORS

Italian	English
<i>Cognome</i>	Surname
<i>Data di Nascita</i>	Date of Birth
<i>Dati Anagrafici dell'Alunno</i>	Student Personal Data
<i>Donna</i>	Girl
<i>Età</i>	Age
<i>Femmina</i>	Female
<i>Figlia</i>	Daughter
<i>Figlio</i>	Son
<i>Genere</i>	Gender
<i>Luogo di Nascita</i>	Place of Birth
<i>Maschio</i>	Male
<i>Nato</i>	Born
<i>Nome</i>	Name
<i>Numero dell'Allievo</i>	Student Number
<i>Signore, Sig.</i>	Mr., Sir
<i>Signora, Sig.ra</i>	Mrs., Ms.

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Italian	English
<i>Attestato</i>	Attestation, Certificate
<i>Certificato</i>	Certificate, Transcript
<i>Copia</i>	Copy
<i>Diploma</i>	Diploma
<i>Diploma de Superamento dell' Esame di Stato Conclusivo del Corso di</i>	Diploma Certifying the Results of the State Exam at the End of the Course of Studies in
<i>Dottorato</i>	Degree
<i>Dottorato di Ricerca</i>	Doctorate
<i>Duplicato</i>	Duplicate
<i>Laurea</i>	University-Level Degree

(Continued)

Italian	English
<i>Laurea di Dottore</i>	University-Level Degree Representing 4 to 5 Years of Study (Phased Out)
<i>Laurea di Dottore in Medicina e Chirurgia</i>	Diploma of Doctor in Medicine and Surgery
<i>Master</i>	Master
<i>Maturità</i>	Maturity Certificate
<i>Pagella Scolastica</i>	Scholastic School Report
<i>Provvisorio</i>	Provisional
<i>Qualifica Accademica</i>	Academic Qualification
<i>Specialista</i>	Specialist
<i>Titolo</i>	Title

## **COURSE/SUBJECT ENTRIES**

Italian	English
<i>Affari</i>	Business, Affairs
<i>Agrario</i>	Agricultural
<i>Amministrazione</i>	Management
<i>Anatomia</i>	Anatomy
<i>Antropologia</i>	Anthropology
<i>Applicato</i>	Applied
<i>Apprendistato</i>	Apprenticeship
<i>Architettura</i>	Architecture
<i>Arte</i>	Art
<i>Artigianato</i>	Crafts
<i>Ballo</i>	Dance
<i>Belle Arti</i>	Fine Arts
<i>Biochimica</i>	Biochemistry
<i>Biologia</i>	Biology
<i>Biotecnologia</i>	Biotechnology
<i>Chimica</i>	Chemistry
<i>Chirurgia</i>	Surgery

(Continued)



Italian	English
<i>Cinese</i>	Chinese
<i>Commerciale</i>	Commercial
<i>Commercio</i>	Commerce
<i>Complementare</i>	Elective
<i>Complementi</i>	Advanced
<i>Contabilità</i>	Accounting
<i>Corso</i>	Course
<i>Corso Intensivo</i>	Intensive Course
<i>Diritto</i>	Law
<i>Disciplina</i>	Discipline, Subject
<i>Disegno</i>	Drawing, Design
<i>Dissertazione</i>	Dissertation
<i>Dramma</i>	Drama
<i>Economia</i>	Economics
<i>Educazione</i>	Education
<i>Educazione Fisica</i>	Physical Education
<i>Elementare</i>	Elementary
<i>Elettronica</i>	Electronics
<i>Esame</i>	Examination
<i>Esame di Abilitazione</i>	Qualifying Examination
<i>Esame di Riparazione</i>	Make-Up Examination
<i>Esame di Stato</i>	State Examination
<i>Esercizio</i>	Exercise
<i>Farmacia</i>	Pharmacy
<i>Filosofia</i>	Philosophy
<i>Finale</i>	Final
<i>Finanze</i>	Finance
<i>Fisica</i>	Physics
<i>Fisiologia</i>	Physiology
<i>Fondamentali</i>	Fundamentals

(Continued)

Italian	English
<i>Generale</i>	General
<i>Geografia</i>	Geography
<i>Gestione</i>	Management
<i>Giapponese</i>	Japanese
<i>Giornalismo</i>	Journalism
<i>Giudizio Finale</i>	Final Assessment
<i>Giurisprudenza</i>	Jurisprudence
<i>Greco</i>	Greek
<i>Igiene</i>	Hygiene
<i>Infermieristico</i>	Nursing
<i>Informatica</i>	Computer Science
<i>Ingegneria</i>	Engineering
<i>Inglese</i>	English
<i>Insegnamenti Complementari</i>	Elective Coursework
<i>Insegnamenti Fondamentali</i>	Required Coursework
<i>Internato</i>	Internship
<i>Istruzione</i>	Instruction
<i>Italiano</i>	Italian
<i>Laboratorio</i>	Laboratory
<i>Latino</i>	Latin
<i>Letteratura</i>	Literature
<i>Lettere</i>	Letters, Arts
<i>Lingua</i>	Language
<i>Lingua e Lettere</i>	Language and Literature
<i>Lingua Straniera</i>	Foreign Language
<i>Linguistica</i>	Linguistics
<i>Matematica</i>	Mathematics
<i>Materia</i>	Subject
<i>Materie d'Esame</i>	Examination Subjects
<i>Meccanica</i>	Mechanics

(Continued)

Italian	English
<i>Medicina</i>	Medicine
<i>Medicina Veterinaria</i>	Veterinary Medicine
<i>Microbiologia</i>	Microbiology
<i>Musica</i>	Music
<i>Odontoiatria</i>	Dentistry
<i>Orale</i>	Oral, Spoken
<i>Pedagogia</i>	Pedagogy
<i>Pratico</i>	Practical
<i>Progetto</i>	Project
<i>Programma</i>	Program
<i>Programmazione</i>	Programming
<i>Prova</i>	Test
<i>Prova Scritta</i>	Written Test
<i>Psicologia</i>	Psychology
<i>Psicoterapia</i>	Psychotherapy
<i>Ragioneria</i>	Accounting
<i>Religione</i>	Religion
<i>Ricerca</i>	Research
<i>Romano</i>	Roman
<i>Russo</i>	Russian
<i>Saggio</i>	Essay
<i>Scienza</i>	Science
<i>Scienza Politica</i>	Political Science
<i>Scienze Ambientali</i>	Environmental Sciences
<i>Scienze Naturali</i>	Natural Sciences
<i>Scienze Religiose</i>	Religious Sciences
<i>Scritto</i>	Written
<i>Seminario</i>	Seminar
<i>Sociologia</i>	Sociology
<i>Spagnolo</i>	Spanish

(Continued)

Italian	English
<i>Statistica</i>	Statistics
<i>Storia</i>	History
<i>Storia dell'Arte</i>	Art History
<i>Tecnologia</i>	Technology
<i>Tedesco</i>	German
<i>Teoria</i>	Theory
<i>Terapia Fisica</i>	Physical Therapy
<i>Tesi</i>	Thesis
<i>Turismo</i>	Tourism
<i>Tutorato</i>	Tutorial

## **TYPES OF EDUCATIONAL INSTITUTIONS**

Italian	English
<i>Accademia</i>	Academy
<i>Asilo</i>	Nursery School
<i>Conservatorio</i>	Conservatory
<i>Consiglio Superiore della Pubblica Istruzione</i>	Board of Education
<i>Giardino d'Infanzia</i>	Kindergarten
<i>Ginnasio</i>	Upper Secondary School – Classical
<i>Istituto d'Arte</i>	Art Institute
<i>Istituto Magistrale</i>	Teacher Training Institute
<i>Istituto Professionale</i>	Professional Institute, Vocational Institute
<i>Istituto Superiore</i>	Institute of Higher Studies
<i>Istituto Tecnico Agrario</i>	Technical Institute for Agriculture
<i>Istituto Tecnico Commerciale</i>	Technical Institute for Commerce
<i>Istituto Tecnico Industriale</i>	Technical Institute for Industry
<i>Istituto Tecnico Superiore</i>	Higher Technical Institute
<i>Istituzione</i>	Institution
<i>Liceo</i>	Secondary School
<i>Liceo Artistico</i>	Secondary School – Art

(Continued)

Italian	English
<i>Liceo Classico</i>	Secondary School – Classical
<i>Liceo Scientifico</i>	Secondary School – Science
<i>Ministero della Istruzione, dell'Università e della Ricerca</i>	Ministry of Education, University and Research
<i>Ministero della Pubblica Istruzione</i>	Ministry of Public Education
<i>Ministero della Sanità</i>	Ministry of Health
<i>Nido d'Infanzia</i>	Nursery School
<i>Politecnico</i>	Polytechnic
<i>Scuola</i>	School
<i>Scuola Autorizzata</i>	Authorized School
<i>Scuola Elementare</i>	Elementary School
<i>Scuola Media Inferiore</i>	Junior High School
<i>Scuola Pareggiata</i>	Approved Private School
<i>Scuola Parificata</i>	Recognized School
<i>Scuola Secondaria di Avviamento Professionale</i>	Vocational Training Secondary School
<i>Scuola Secondaria Superiore</i>	Upper Secondary School
<i>Scuola Tecnica</i>	Technical School
<i>Università</i>	University
<i>Università degli Studi</i>	University

## GRADES

Italian	English
<i>Ammesso</i>	Admitted, Passed
<i>Assenza</i>	Absence
<i>Buono</i>	Good
<i>Con la Seguevole Votazione Complessiva</i>	With the Following Overall Mark
<i>Convalidato</i>	Approved
<i>Discreto</i>	Fairly Good
<i>Distinto</i>	Distinction
<i>Esenzione</i>	Exemption
<i>Fallire</i>	To Fail

(Continued)

Italian	English
<i>Idoneo</i>	Passed, Qualified
<i>Incompleto</i>	Incomplete
<i>Insufficiente</i>	Insufficient, Unsatisfactory
<i>Ottimo</i>	Excellent
<i>Perfezionamento</i>	Advancement, Improvement
<i>Riparazione</i>	Repeated
<i>Ripetere</i>	To Repeat
<i>Risultato</i>	Results
<i>Risultato Finale</i>	Final Results
<i>Ritiri</i>	Withdraw
<i>Scrutinio</i>	Assessment
<i>Scrutinio Finale</i>	Final Assessment
<i>Sufficiente</i>	Pass
<i>Votazione</i>	Grades
<i>Voto</i>	Grade

## COMMON PROFESSIONAL TITLES

Italian	English
<i>Architetto</i>	Architect
<i>Avvocato</i>	Lawyer
<i>Barbiere</i>	Barber
<i>Contabile</i>	Accountant
<i>Dentista</i>	Dentist
<i>Farmacista</i>	Pharmacist
<i>Infermiera</i>	Nurse
<i>Ingegnere</i>	Engineer
<i>Insegnante</i>	Teacher
<i>Interprete</i>	Interpreter
<i>Maestro</i>	Master, Teacher
<i>Medico</i>	Doctor (Physician)

(Continued)

Italian	English
<i>Medico Veterinario</i>	Veterinary Doctor
<i>Odontoiatra</i>	Dentist, Dental Surgeon
<i>Ostetrica</i>	Midwife
<i>Parrucchiere</i>	Hairdresser
<i>Perito</i>	Expert
<i>Professione</i>	Profession
<i>Qualifica</i>	Qualification
<i>Ragioniere</i>	Accountant
<i>Tecnico</i>	Technical, Technician
<i>Terapista</i>	Therapist
<i>Terapista Fisico</i>	Physical Therapist
<i>Titolo</i>	Title

## **OTHER COMMON EDUCATIONAL TERMS**

Italian	English
<i>A Tempo Parziale</i>	Part-Time
<i>A Tempo Pieno</i>	Full-Time
<i>Abilitazione</i>	Enabled, Qualification
<i>Allievo</i>	Pupil
<i>Alunno</i>	Pupil
<i>Amministrativo</i>	Administrative
<i>Annuale</i>	Annual
<i>Archivio Elettronico</i>	Electronic Archive
<i>Assistenza</i>	Assistance
<i>Attività</i>	Activity
<i>Autorizzato</i>	Authorized
<i>Classe</i>	Class (Grade Level)
<i>Compiere</i>	To Complete
<i>Comportamento</i>	Behavior, Conduct
<i>Conferito</i>	Conferred

(Continued)

Italian	English
<i>Conseguendo</i>	Achieving, Obtaining
<i>Conseguito</i>	Achieved, Obtained
<i>Consorzio</i>	Consortium
<i>Corso per Corrispondenza</i>	Correspondence Course
<i>Decano</i>	Dean
<i>Diplomato</i>	Diploma Holder
<i>Durata</i>	Duration, Length
<i>Eestero</i>	Foreign, Overseas, Abroad
<i>Facoltà</i>	Faculty
<i>Facoltà di Giurisprudenza</i>	Faculty of Law
<i>Facoltà di Lettere</i>	Faculty of Liberal Arts
<i>Facoltà di Magistero</i>	Faculty of Education
<i>Formazione</i>	Training
<i>Formazione Professionale</i>	Vocational Training
<i>Frequentare</i>	To Attend
<i>Indirizzo</i>	Stream, Track, Field of Specialization
<i>Inferiore</i>	Lower
<i>Iscrizione</i>	Enrollment
<i>Iscrizione per</i>	Registration for
<i>Matricola</i>	Matriculation, Initial Enrollment
<i>Modulo</i>	Module
<i>Nazionale</i>	National
<i>Numero</i>	Number
<i>Ora</i>	Hour
<i>Passaggio</i>	Transfer from 1 Study Program to Another
<i>Piano di Studio</i>	Study Plan, Curriculum
<i>Pluriformativo</i>	Multi-Purpose
<i>Precedenze</i>	Prerequisites
<i>Preside</i>	Principal
<i>Privato</i>	Private

(Continued)



Italian	English
<i>Professionale</i>	Professional, Vocational
<i>Quadriennale</i>	Having a Duration of 4 Years
<i>Quinquennale</i>	Having a Duration of 5 Years
<i>Relatore</i>	Research Supervisor
<i>Rettore</i>	Rector
<i>Scientifico</i>	Scientific
<i>Secondario</i>	Secondary
<i>Sede</i>	Campus, Location
<i>Segreteria Studenti</i>	Registrar's Office, Secretary, Student Office
<i>Semestrale</i>	Having a Duration of 1 Semester
<i>Senza</i>	Without
<i>Sessione</i>	Session
<i>Sezione</i>	Section
<i>Specializzazione</i>	Specialization
<i>Statale</i>	State-Controlled, Public
<i>Straniero</i>	Foreign
<i>Studente</i>	Male Student
<i>Studentessa</i>	Female Student
<i>Studio</i>	Study
<i>Superiore</i>	Higher
<i>Traduttore</i>	Translator
<i>Trasferimento</i>	Transfer from 1 Institution to Another
<i>Triennale</i>	Having a Duration of 3 Years
<i>Universitario</i>	University-Related, Academic

# Portuguese

Portuguese serves as an official language of Portugal, Brazil, Macau and Timor Leste. It is also the main language in the Lusophone African countries, which includes Angola, Cape Verde, Guinea Bissau, Mozambique, and São Tomé e Príncipe. Although the Portuguese alphabet is based on the Latin one, the letters K, W and Y are primarily found in foreign loanwords. Various dialects exist within the Portuguese language, with the Brazilian and European forms being the most common. For the purpose of this glossary, linguistic entries specific to Brazilian Portuguese will be identified with a "(Br.)" and those specific to the European Portuguese will be identified with a "(Pt.)". Official academic records for the above countries are issued in Portuguese. However, documents for Macau can also be issued in Chinese and/or English.

## NUMBERS

Please note that the ordinal numbers in Portuguese may also be abbreviated using the numeral, followed by an "o" or an "a" as a superscript. For example 1<sup>o</sup> stands for the masculine singular of "1<sup>st</sup>", and 1<sup>a</sup> for the feminine singular.

Portuguese	English		Portuguese	English
<i>Zero</i>	Zero			
<i>Um</i>	One		<i>Primeiro (1<sup>o</sup>)</i>	First (1 <sup>st</sup> )
<i>Dois</i>	Two		<i>Segundo (2<sup>o</sup>)</i>	Second (2 <sup>nd</sup> )
<i>Três</i>	Three		<i>Terceiro (3<sup>o</sup>)</i>	Third (3 <sup>rd</sup> )
<i>Quatro</i>	Four		<i>Quarto (4<sup>o</sup>)</i>	Fourth (4 <sup>th</sup> )
<i>Cinco</i>	Five		<i>Quinto (5<sup>o</sup>)</i>	Fifth (5 <sup>th</sup> )
<i>Seis</i>	Six		<i>Sexto (6<sup>o</sup>)</i>	Sixth (6 <sup>th</sup> )
<i>Sete</i>	Seven		<i>Sétimo (7<sup>o</sup>)</i>	Seventh (7 <sup>th</sup> )
<i>Oito</i>	Eight		<i>Oitavo (8<sup>o</sup>)</i>	Eighth (8 <sup>th</sup> )
<i>Nove</i>	Nine		<i>Nono (9<sup>o</sup>)</i>	Ninth (9 <sup>th</sup> )
<i>Dez</i>	Ten		<i>Décimo (10<sup>o</sup>)</i>	Tenth (10 <sup>th</sup> )
<i>Onze</i>	Eleven		<i>Décimo Primeiro (11<sup>o</sup>)</i>	Eleventh (11 <sup>th</sup> )
<i>Doze</i>	Twelve		<i>Décimo Segundo (12<sup>o</sup>)</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

### Months

Portuguese	English
<i>Janeiro</i>	January
<i>Fevereiro</i>	February
<i>Março</i>	March
<i>Abril</i>	April
<i>Maio</i>	May
<i>Junho</i>	June
<i>Julho</i>	July
<i>Agosto</i>	August
<i>Setembro</i>	September
<i>Outubro</i>	October
<i>Novembro</i>	November
<i>Dezembro</i>	December

### Other Calendar Terms

Portuguese	English
<i>Ano Letivo</i>	School Year
<i>Inverno</i>	Winter
<i>Outono</i>	Fall, Autumn
<i>Primavera</i>	Spring
<i>Verão</i>	Summer

## PERSONAL DESCRIPTORS

Portuguese	English
<i>Cédula de Identidade</i>	Student Number, Identification Number
<i>Data de Nascimento</i>	Date of Birth
<i>Ela</i>	She
<i>Ele</i>	He
<i>Fêmea</i>	Female
<i>Filha de</i>	Daughter of
<i>Filho de</i>	Son of
<i>Gênero</i>	Gender
<i>Homem</i>	Man
<i>Idade</i>	Age
<i>Macho</i>	Male
<i>Masculino</i>	Male
<i>Mulher</i>	Woman
<i>Nacionalidade</i>	Nationality
<i>Nascido em</i>	Born on
<i>Nome</i>	Name
<i>Senhor</i>	Mr., Sir
<i>Senhora</i>	Mrs., Madam
<i>Senhorita</i>	Miss
<i>Sexo</i>	Gender
<i>Sobrenome</i>	Surname

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Portuguese	English
<i>Auxiliar Técnico</i>	Technical Assistant
<i>Bacharel</i>	Bachelor
<i>Bacharelato</i>	Bachelor
<i>Certificado de Conclusão de Curso Supletivo</i>	Certificate of Completion of Supplementary Education
<i>Certificado de Conclusão de Ensino Fundamental</i>	Certificate of Completion of Fundamental Education
<i>Certificado de Conclusão de Ensino Médio</i>	Certificate of Completion of Secondary Education
<i>Certificado de Conclusão de Estudos Lato Sensu</i>	Certificate of Completion of Broad Sense Studies
<i>Certificado de Conclusão de Estudos Strictu Sensu</i>	Certificate of Completion of Strict Sense Studies
<i>Certificado de Conclusão de Primeiro Grau (or 1º Grau)</i>	Certificate of Completion of First Level Education
<i>Certificado de Conclusão de Segundo Grau (or 2º Grau)</i>	Certificate of Completion of Second Level Education
<i>Certificado de Professor Primário</i>	Elementary School Teacher Certificate
<i>Credenciais</i>	Credentials
<i>Diploma de Ensino Médio</i>	Secondary Education Diploma
<i>Diploma de Professor de Ensino de 1º Grau</i>	Elementary School Teacher Diploma
<i>Doutor</i>	Doctor (Research Degree)
<i>Doutor em Medicina</i>	Doctor of Medicine
<i>Doutoramento</i>	Doctorate
<i>Especialista</i>	Specialist
<i>Grau</i>	Degree, Title
<i>Histórico Escolar</i>	School History, Transcript
<i>Licenciado</i>	Licentiate
<i>Licenciado Curto</i>	Short Licentiate (Teaching Qualification - Phased Out)
<i>Licenciatura</i>	Licentiate
<i>Mestrado</i>	Master

(Continued)

Portuguese	English
<i>Mestre</i>	Master
<i>Qualificação Profissional de Nível III</i>	Third Level Professional Qualification
<i>Técnico de Nível Médio</i>	Secondary Level Technician
<i>Técnico de Nível Superior</i>	Higher Level Technician
<i>Tecnólogo</i>	Technologist

## **COURSE/SUBJECT ENTRIES**

Portuguese	English
<i>Administração de Empresas</i>	Business Administration
<i>Administração Financeira e Orçamentária</i>	Financial Administration and Budgeting
<i>Administração Publicitaria</i>	Advertising Administration
<i>Agronomia</i>	Agriculture
<i>Alemão</i>	German
<i>Álgebra Linear</i>	Linear Algebra
<i>Análise de Balanço</i>	Audit Analysis
<i>Anatomia e Fisiologia</i>	Anatomy and Physiology
<i>Aplicada</i>	Applied
<i>Arquitetura (Pt.)</i>	Architecture
<i>Arquitetura (Br.)</i>	Architecture
<i>Arte Educação</i>	Art Education
<i>Avançado</i>	Advanced
<i>Básico</i>	Basic
<i>Biofísica</i>	Biophysics
<i>Biologia</i>	Biology
<i>Botânica Econômica</i>	Economical Botany
<i>Cálculo</i>	Calculus
<i>Canto Coral</i>	Choral Singing
<i>Ciência Política</i>	Political Science
<i>Ciências</i>	Sciences
<i>Ciências Biológicas</i>	Biological Sciences

(Continued)

Portuguese	English
<i>Cirurgião</i>	Surgery
<i>Cirurgião Dentista</i>	Dental Surgery
<i>Citologia</i>	Cytology
<i>Compulsório</i>	Compulsory, Mandatory
<i>Comunicação Oral e Escrita</i>	Oral and Written Communication
<i>Concreto Armado</i>	Reinforced Concrete
<i>Conforto Ambiental</i>	Environmental Comfort
<i>Construção Civil</i>	Civil Construction
<i>Contabilidade</i>	Accounting
<i>Contabilidade Geral</i>	General Accounting
<i>Corpo e Movimento</i>	Body and Movement
<i>Desenho de Arquitetura</i>	Architecture Design
<i>Desenho Técnico</i>	Technical Design
<i>Desenvolvimento Pessoal e Interpessoal</i>	Personal and Interpersonal Development
<i>Didática</i>	Didactics
<i>Didática e Fundamentos do Sistema Educacional</i>	Didactics and Fundamentals of the Educational System
<i>Direito Comercial</i>	Commercial Law
<i>Direito da Navegação</i>	Navigation Law
<i>Direito Público e Privado</i>	Public and Private Law
<i>Disciplinas</i>	Subjects, Courses
<i>Doenças Infecciosas</i>	Infectious Diseases
<i>Ecologia Energética</i>	Energy Ecology
<i>Economia</i>	Economics
<i>Economia Internacional</i>	International Economics
<i>Educação Física</i>	Physical Education
<i>Educação Moral e Cívica</i>	Moral and Civic Education
<i>Electivo (Pt.)</i>	Elective
<i>Elementos de Computação</i>	Computer Elements
<i>Eletivo (Br.)</i>	Elective
<i>Electrotécnica (Pt.)</i>	Electronics

(Continued)



Portuguese	English
<i>Eletrotécnia (Br.)</i>	Electronics
<i>Embriologia</i>	Embryology
<i>Enfermagem</i>	Nursing
<i>Engenharia</i>	Engineering
<i>Engenharia Ambiental</i>	Environmental Engineering
<i>Equações Diferenciais Ordinárias</i>	Ordinary Differential Equations
<i>Estágio</i>	Internship
<i>Estágio Supervisionado</i>	Supervised Internship
<i>Estradas</i>	Highways
<i>Evolução Arquitetural</i>	Architectural Development
<i>Evolução Urbana</i>	Urban Development
<i>Expressão Bidimensional</i>	Two-Dimensional Expression
<i>Expressão Corporal</i>	Body Movement
<i>Filologia Clássica</i>	Classical Philology
<i>Filosofia</i>	Philosophy
<i>Física</i>	Physics
<i>Fisiologia Vegetal</i>	Plant Physiology
<i>Fisioterapia</i>	Physical Therapy
<i>Fotojornalismo</i>	Photo Journalism
<i>Francês</i>	French
<i>Fundações</i>	Foundations
<i>Fundações e Obras de Terra</i>	Foundations and Land Works
<i>Fundamentais de</i>	Fundamentals of
<i>Genética</i>	Genetics
<i>Geografia</i>	Geography
<i>Geral</i>	General
<i>Gestão Empreendedora</i>	Entrepreneurial Management
<i>Hidráulica</i>	Hydraulics
<i>Histologia</i>	Histology
<i>História</i>	History

(Continued)

Portuguese	English
<i>História Contemporânea do Brasil</i>	Contemporary History of Brazil
<i>História do Teatro</i>	History of the Theater
<i>Informação, Ciência e Tecnologia</i>	Information, Science and Technology
<i>Informática</i>	Computer Science
<i>Inglês</i>	English
<i>Iniciação a Metodologia Científica</i>	Introduction to Scientific Research
<i>Instalações Elétricas</i>	Electrical Installations
<i>Instalações Especiais</i>	Special Installations
<i>Introdução à Computação</i>	Introduction to Computers
<i>Introdução à Encenação</i>	Introduction to Staging
<i>Introdução à Interpretação</i>	Introduction to Interpretation
<i>Introdução à Jornalismo</i>	Introduction to Journalism
<i>Jogos de Empresas</i>	Business Games (Simulations)
<i>Jornalismo</i>	Journalism
<i>Jornalismo Gráfico</i>	Graphic Journalism
<i>Laboratório</i>	Laboratory
<i>Legislação Aduaneira Comparada</i>	Comparative Customs Legislation
<i>Legislação Empresarial</i>	Business Legislation
<i>Legislação Social Trabalhista</i>	Labor Social Legislation
<i>Legislação Tributária e Política Fiscal</i>	Tax Legislation and Fiscal Policy
<i>Limnologia</i>	Limnology
<i>Língua Espanhola</i>	Spanish Language
<i>Logística</i>	Logistics
<i>Manejo de Recursos Naturais</i>	Natural Resources Management
<i>Matemática</i>	Mathematics
<i>Mecânica</i>	Mechanics
<i>Mecânica dos Solos</i>	Soil Mechanics
<i>Medicina</i>	Medicine
<i>Medicina Preventiva</i>	Preventive Medicine
<i>Medicina Veterinária</i>	Veterinary Medicine

(Continued)

Portuguese	English
<i>Mercadologia</i>	Marketing
<i>Música</i>	Music
<i>Natação</i>	Swimming
<i>Negociação e Arbitragem</i>	Negotiation and Arbitration
<i>Nutrição</i>	Nutrition
<i>Obrigatório</i>	Obligatory, Compulsory
<i>Optativa</i>	Optional
<i>Organização e Métodos</i>	Organization and Methods
<i>Pesquisa em Jornalismo</i>	Research in Journalism
<i>Planejamento Paisagístico</i>	Landscape Planning
<i>Planejamento Urbano</i>	Urban Planning
<i>Pontes</i>	Bridges
<i>Prática de Ensino</i>	Teaching Practice
<i>Prático</i>	Practical
<i>Projecto de Diplomação (Pt.)</i>	Graduation Project
<i>Projeto de Diplomação (Br.)</i>	Graduation Project
<i>Psicologia</i>	Psychology
<i>Psiquiatria e Saude Mental</i>	Psychiatry and Mental Health
<i>Realidade Brasileira</i>	Brazilian Problems
<i>Redação Jornalística</i>	Journalistic Writing
<i>Resistência Materiais</i>	Strength of Materials
<i>Saneamento Urbano</i>	Urban Sanitation
<i>Seminário</i>	Seminar
<i>Sistema Cardiovascular e Respiratória</i>	Cardiovascular and Respiratory System
<i>Sistema Nervosa</i>	Nervous System
<i>Sistemática de Comércio Exterior</i>	Foreign Trade Systems
<i>Sociologia Geral e Aplicada</i>	General and Applied Sociology
<i>Teoria</i>	Theory
<i>Teoria das Estruturas</i>	Structure Theory
<i>Termodinâmica</i>	Thermodynamics

(Continued)

Portuguese	English
<i>Tese</i>	Thesis
<i>Trabalho Final de Graduação</i>	Final Graduation Work
<i>Voz</i>	Voice

## **TYPES OF EDUCATIONAL INSTITUTIONS**

Portuguese	English
<i>Centro de Educação</i>	Educational Center
<i>Centro de Ensino Superior</i>	Higher Educational Center
<i>Centro de Tecnologia</i>	Technology Center
<i>Centro Federal de Educação</i>	Federal Center of Education
<i>Centro Integrado de Ensino Superior</i>	Higher Educational Integrated Center
<i>Centro Universitário</i>	University Center
<i>Colégio</i>	High School
<i>Conselho Nacional de Educação</i>	National Council of Education
<i>Conservatório</i>	Conservatory
<i>Escola</i>	School
<i>Escola Superior</i>	Higher School
<i>Escolas Secundárias</i>	Secondary Schools
<i>Escolas Secundárias Profissionais</i>	Professional Secondary Schools
<i>Faculdade</i>	Faculty
<i>Faculdades</i>	Faculties
<i>Fundação</i>	Foundation
<i>Instituto</i>	Institute
<i>Instituto de Ensino Superior</i>	Higher Education Institute
<i>Instituto Superior</i>	Higher Institute
<i>Instituto Superior de Educação</i>	Higher Institute of Education
<i>Ministério de Ciência, Tecnologia e Ensino Superior</i>	Ministry of Science, Technology and Higher Education
<i>Ministério de Educação</i>	Ministry of Education
<i>Pontifícia Universidade</i>	Pontifical University

(Continued)

Portuguese	English
<i>União</i>	Union
<i>Unidade</i>	Unit
<i>Universidade</i>	University
<i>Universidade do Estado</i>	State University
<i>Universidade Federal</i>	Federal University

## GRADES

Portuguese	English
<i>Abandonou</i>	Dropped
<i>Anulação</i>	Cancellation
<i>Aprovado</i>	Passed
<i>Bom</i>	Good
<i>Deficiente</i>	Deficient, Failure
<i>Distinção</i>	Distinction
<i>Distinção e Louvor</i>	Distinction and Praise, Honor
<i>Excelente</i>	Excellent
<i>Incompleto</i>	Incomplete
<i>Inferior</i>	Inferior, Failure
<i>Insatisfatório</i>	Unsatisfactory, Failure
<i>Insuficiente</i>	Insufficient, Below Average, Failure
<i>Isonções</i>	Exemption
<i>Mau</i>	Bad, Fail
<i>Média</i>	Average
<i>Média Inferior</i>	Below Average, Failure
<i>Média Superior</i>	Above Average
<i>Muito Bom</i>	Very Good
<i>Ótimo (Pt.)</i>	Excellent
<i>Ótimo (Br.)</i>	Excellent
<i>Regular</i>	Average
<i>Repetido</i>	Repeated

(Continued)

Portuguese	English
<i>Reprovado</i>	Failed
<i>Retirado</i>	Withdrawn
<i>Sem Rendimento</i>	No Grade
<i>Superior</i>	Superior
<i>Suspensa</i>	Suspended
<i>Valores</i>	Value, Grade Points

## COMMON PROFESSIONAL TITLES

Portuguese	English
<i>Administrador</i>	Administrator
<i>Advogado</i>	Lawyer
<i>Arquiteto</i>	Architect
<i>Biólogo</i>	Biologist
<i>Cabeleireiro</i>	Hairdresser
<i>Contador</i>	Accountant
<i>Dentista</i>	Dentist
<i>Economista</i>	Economist
<i>Enfermeiro</i>	Nurse
<i>Engenheiro</i>	Engineer
<i>Farmacêutico</i>	Pharmacist, Chemist
<i>Fisioterapeuta</i>	Physical Therapist
<i>Geólogo</i>	Geologist
<i>Habilitação</i>	Qualification
<i>Jornalista</i>	Journalist
<i>Médico</i>	Doctor (Physician)
<i>Médico Cirurgião</i>	Physician Surgeon
<i>Oftalmologista</i>	Ophthalmologist
<i>Parteira</i>	Midwife
<i>Professor</i>	Professor, Teacher
<i>Professor de Educação Infantil</i>	Early Childhood Education Teacher

(Continued)

Portuguese	English
<i>Professor de Ensino Fundamental</i>	Elementary Education Teacher
<i>Professor de Ensino Médio</i>	Secondary Education Teacher
<i>Psicólogo</i>	Psychologist
<i>Psiquiatra</i>	Psychiatrist
<i>Qualificação</i>	Qualification
<i>Químico</i>	Chemist
<i>Veterinário</i>	Veterinarian

## OTHER COMMON EDUCATIONAL TERMS

Portuguese	English
<i>Administrador Escolar</i>	School Administrator
<i>Admissão</i>	Admission
<i>Aluno</i>	Student
<i>Aprendizagem</i>	Learning
<i>Aula</i>	Classroom
<i>Carga Horária</i>	Hours
<i>Carimbo</i>	Stamp
<i>Confere</i>	Confer
<i>Crédito</i>	Credit
<i>Curso</i>	Program, Track
<i>Cursos Artísticos Especializados</i>	Specialized Art Stream (In Secondary Education)
<i>Cursos Científicos Humanísticos</i>	Humanities and Science Stream (In Secondary Education)
<i>Cursos Profissionais</i>	Professional Stream (In Secondary Education)
<i>Cursos Tecnológicos</i>	Technological Stream (In Secondary Education)
<i>Decreto</i>	Decree
<i>Duração</i>	Duration, Length of the Program
<i>Educação</i>	Education
<i>Educação Primária</i>	Primary Education
<i>Educação Secundária</i>	Secondary Education

(Continued)

Portuguese	English
<i>Educação Superior</i>	Higher Education
<i>Educação Técnica</i>	Technical Education
<i>Educação Vocacional</i>	Vocational Education
<i>Ensino</i>	Education
<i>Ensino Básico</i>	Primary Education
<i>Ensino Médio</i>	Middle-Level (Secondary) Education
<i>Ensino Profissional</i>	Professional Education
<i>Ensino Superior</i>	Higher Education
<i>Ensino Supletivo</i>	Supplementary Education
<i>Ensino Universitário</i>	University Education
<i>Escrivão</i>	Registrar
<i>Especialização Tecnológica</i>	Technological Specialization
<i>Estudos Superiores Especializados</i>	Higher Studies Specializations
<i>Fim de Estudos Secundários</i>	End of Secondary Education
<i>Formação</i>	Training
<i>Funções</i>	Function
<i>Graduação</i>	Undergraduate Level
<i>Horário Reduzido</i>	Part-Time
<i>Ingresso</i>	Enrollment
<i>Intérprete</i>	Interpreter
<i>Legal</i>	Legal
<i>Matrícula</i>	Matriculation, Enrollment
<i>Meio Expediente</i>	Part-Time
<i>Nível</i>	Level
<i>Normas</i>	Standards, Regulations
<i>Notário</i>	Notary
<i>Oficial</i>	Official
<i>Orientador</i>	Advisor
<i>Outorga</i>	Grants
<i>Parcial</i>	Partial
<i>Período</i>	Period

(Continued)



Portuguese	English
<i>Pós-Graduação</i>	Graduate Level
<i>Pós-Graduado</i>	Graduate Level
<i>Prazos</i>	Deadline
<i>Preparação</i>	Preparation
<i>Presidente</i>	President
<i>Profissional</i>	Professional
<i>Quem</i>	Who, Whom
<i>Reconhecimento</i>	Recognition
<i>Região Administrativa Especial de Macau da República Popular da China</i>	Macau Special Administrative Region of the People's Republic of China (Macau SAR)
<i>Registo (Pt.)</i>	Record, Register, Registration
<i>Registrador</i>	Registrar
<i>Registro (Br.)</i>	Record, Register, Registration
<i>Reitor</i>	Rector
<i>Requisito</i>	Requirement
<i>Satisfaçam (Pt.)</i>	Meet, Satisfy
<i>Satisfazem (Br.)</i>	Meet, Satisfy
<i>Secretária Geral</i>	General Secretary
<i>Selo</i>	Seal
<i>Série</i>	Series, Grade Level (Class)
<i>Síntese</i>	Summary
<i>Supervisor Escolar</i>	School Supervisor
<i>Suplemento</i>	Supplement
<i>Trabalho de Tempo Integral</i>	Full-Time
<i>Tradutor</i>	Translator
<i>Transferido</i>	Transferred

# Russian

Russian is the official language of Russia and one of the official languages in the former Soviet countries (such as Armenia, Azerbaijan, Belarus, Estonia, Georgia, Kazakhstan, Kyrgyzstan, Latvia, Lithuania, Moldova, Tajikistan, Turkmenistan, Ukraine and Uzbekistan). Russian is a Slavic language and is very closely related to Belarusian and Ukrainian. The Russian alphabet is a variant of the Cyrillic alphabet and contains 33 letters.

## ALPHABET

Russian	English	Russian	English	Russian	English
<i>А, а</i>	A	<i>К, к</i>	K	<i>Х, х</i>	Kh
<i>Б, б</i>	B	<i>Л, л</i>	L	<i>Ц, ц</i>	Ts
<i>В, в</i>	V	<i>М, м</i>	M	<i>Ч, ч</i>	CH
<i>Г, г</i>	G	<i>Н, н</i>	N	<i>Ш, ш</i>	SH
<i>Д, д</i>	D	<i>О, о</i>	O	<i>Щ, щ</i>	SCH
<i>Е, е</i>	E	<i>П, п</i>	P	<i>ъ</i>	Hard (Used after a Consonant to Make a Hard Sound)
<i>Ё, ё</i>	Yo	<i>Р, р</i>	R	<i>ы</i>	Y
<i>Ж, ж</i>	Zh	<i>С, с</i>	S	<i>ь</i>	Soft (Used after a Consonant to Make a Soft Sound)
<i>З, з</i>	Z	<i>Т, т</i>	T	<i>Э, э</i>	E
<i>И, и</i>	I	<i>У, у</i>	U	<i>Ю, ю</i>	Yu
<i>Й, й</i>	Y	<i>Ф, ф</i>	F	<i>Я, я</i>	Ya

## NUMBERS

Russian	English		Russian	English
<i>Ноль</i>	Zero			
<i>Один</i>	One		<i>Первый (1-й)</i>	First (1 <sup>st</sup> )
<i>Два</i>	Two		<i>Второй (2-й)</i>	Second (2 <sup>nd</sup> )
<i>Три</i>	Three		<i>Третий (3-й)</i>	Third (3 <sup>rd</sup> )
<i>Четыре</i>	Four		<i>Четвертый (4-й)</i>	Fourth (4 <sup>th</sup> )
<i>Пять</i>	Five		<i>Пятый (5-й)</i>	Fifth (5 <sup>th</sup> )
<i>Шесть</i>	Six		<i>Шестой (6-й)</i>	Sixth (6 <sup>th</sup> )
<i>Семь</i>	Seven		<i>Седьмой (7-й)</i>	Seventh (7 <sup>th</sup> )
<i>Восемь</i>	Eight		<i>Восьмой (8-й)</i>	Eighth (8 <sup>th</sup> )
<i>Девять</i>	Nine		<i>Девятый (9-й)</i>	Ninth (9 <sup>th</sup> )
<i>Десять</i>	Ten		<i>Десятый (10-й)</i>	Tenth (10 <sup>th</sup> )
<i>Одинадцать</i>	Eleven		<i>Одинадцатый (11-й)</i>	Eleventh (11 <sup>th</sup> )
<i>Двенадцать</i>	Twelve		<i>Двенадцатый (12-й)</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

### Months

Russian	English
<i>Январь</i>	January
<i>Февраль</i>	February
<i>Март</i>	March
<i>Апрель</i>	April
<i>Май</i>	May
<i>Июнь</i>	June
<i>Июль</i>	July
<i>Август</i>	August
<i>Сентябрь</i>	September
<i>Октябрь</i>	October
<i>Ноябрь</i>	November
<i>Декабрь</i>	December

## Other Calendar Terms

Russian	English
<i>Академический Год</i>	Academic Year
<i>Второй Семестр</i>	Spring Semester
<i>Год</i>	Year
<i>Курс</i>	Study Year
<i>Первый Семестр</i>	Fall Semester
<i>Семестр</i>	Semester

## PERSONAL DESCRIPTORS

In Russian, the patronymic is an official part of the name, used on all official documents. The Russian patronymic name is derived from the father's name by adding the ending -ovich, -yevich, -ych to form patronymics for men and -yevna, -ovna or -ichna to form patronymics for women.

Russian	English
<i>Возраст</i>	Age
<i>Дата Рождения</i>	Date of Birth
<i>Женский</i>	Female
<i>Имя</i>	Name
<i>Место Рождения</i>	Place of Birth
<i>Мужской</i>	Male
<i>Отчество</i>	Patronymic
<i>Пол</i>	Gender
<i>Регистрационный Номер</i>	Registration Number
<i>Фамилия</i>	Last Name

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Russian	English
<i>Академическая Справка</i>	Academic Certificate, Reference
<i>Аттестат</i>	Certificate
<i>Аттестат Зрелости</i>	Certificate of Maturity

(Continued)

<b>Russian</b>	<b>English</b>
<i>Аттестат о Полном Среднем Общем Образовании</i>	Certificate of Complete General Secondary Education
<i>Аттестат о Среднем Образовании</i>	Certificate of Secondary Education
<i>Аттестат об Основном Общем Образовании</i>	Certificate of Basic General Education
<i>Выписка</i>	Extract
<i>Диплом</i>	Diploma
<i>Диплом Бакалавра</i>	Diploma of Bachelor
<i>Диплом Доктора Наук</i>	Diploma of Doctor of Sciences (Research Degree)
<i>Диплом Доцента</i>	Diploma of Docent (Assistant Professor)
<i>Диплом Кандидата Наук</i>	Diploma of Candidate of Sciences
<i>Диплом Магистра</i>	Diploma of Master
<i>Диплом о Начальном Профессиональном Образовании с Получением Полного Среднего Общего Образования</i>	Diploma of Basic Vocational Education with Completion of General Secondary Education
<i>Диплом о Неполном Высшем Образовании</i>	Diploma of Incomplete Higher Education
<i>Диплом о Переподготовке</i>	Diploma of Retraining
<i>Диплом о Среднем Профессиональном Образовании (Базовый/Повышенный Уровень)</i>	Diploma of Secondary Vocational Education Diploma (Basic/Advanced Level)
<i>Диплом о Среднем Специальном Образовании</i>	Diploma of Specialized Vocational Secondary Education
<i>Диплом Профессора</i>	Diploma of Professor
<i>Диплом Специалиста</i>	Diploma of Specialist
<i>Дубликат</i>	Duplicate
<i>Зачетная Книжка</i>	Record Book
<i>Копия</i>	Copy
<i>Приложение к Диплому</i>	Diploma Supplement, Transcript
<i>Свидетельство</i>	Certificate

(Continued)

Russian	English
<i>Свидетельство о Неполном Среднем Образовании</i>	Certificate of Incomplete Secondary Education
<i>Свидетельство о Результатах ЕГЭ (Единого Государственного Экзамена)</i>	Certificate of Unified State Examination Results
<i>Свидетельство о Сдаче Кандидатского Минимума</i>	Certificate of Minimum Examination Results for Candidate of Sciences
<i>Табель</i>	Report Card

## **COURSE/SUBJECT ENTRIES**

Russian	English
<i>Автореферат</i>	Outline of Dissertation for the Candidate of Sciences
<i>Алгебра и Начала Анализа</i>	Algebra and Beginning of Analysis
<i>Анатомия и Физиология</i>	Anatomy and Physiology
<i>Английский Язык</i>	English Language
<i>Астрономия</i>	Astronomy
<i>Атеизм</i>	Atheism
<i>Базовый Уровень</i>	Basic Level
<i>Безопасность Жизнедеятельности</i>	Life Safety
<i>Бухгалтерский Учёт</i>	Accounting
<i>Введение в Специальность</i>	Introduction to Profession
<i>Ветеринария</i>	Veterinary Science
<i>Военная Подготовка</i>	Military Training
<i>Возрастная Психология</i>	Age Psychology
<i>Вступительные Экзамены</i>	Entrance Examinations
<i>Высшая Математика</i>	Higher Mathematics
<i>География</i>	Geography
<i>Геометрия</i>	Geometry
<i>Гражданское Строительство</i>	Civil Engineering
<i>Дизайн</i>	Design

(Continued)

Russian	English
<i>Дипломная Работа</i>	Thesis, Diploma Work
<i>Диссертация</i>	Dissertation
<i>Дисциплины Специализации</i>	Disciplines of Specialization
<i>Дополнительные Предметы</i>	Additional Courses
<i>Единый Государственный Экзамен, ЕГЭ</i>	Unified State Examination
<i>Зачет</i>	Test
<i>Защита Окружающей Среды</i>	Environmental Protection
<i>Изобразительное Искусство</i>	Fine Arts
<i>Инженерная Механика</i>	Engineering Mechanics
<i>Иностранный Язык</i>	Foreign Language
<i>Информатика и Программирование</i>	Computer Science and Programming
<i>Испанский Язык</i>	Spanish Language
<i>Исследование</i>	Research
<i>История Коммунистической Партии Советского Союза</i>	History of the Communist Party of the Soviet Union
<i>Квантовая Механика</i>	Quantum Mechanics
<i>Коллоквиум</i>	Colloquium
<i>Компьютерная Графика</i>	Computer Graphics
<i>Концепция Современной Естественно-Научной Картины Мира</i>	Concept of Contemporary Natural Science
<i>Культура Страны Изучаемого Языка</i>	Culture of the Country of the Studied Language
<i>Культурология</i>	Cultural Studies
<i>Курсовая Работа</i>	Term Paper
<i>Линейная Алгебра</i>	Linear Algebra
<i>Литература</i>	Literature
<i>Маркетинг</i>	Marketing
<i>Марксистско-Ленинская Философия</i>	Marxist-Leninist Philosophy
<i>Марксистско-Ленинская Эстетика</i>	Marxist-Leninist Aesthetics
<i>Математический Анализ</i>	Mathematical Analysis
<i>Машиностроение</i>	Machine Building

(Continued)



Russian	English
<i>Междисциплинарный Экзамен</i>	Interdisciplinary Examination
<i>Менеджмент</i>	Management
<i>Методы Преподавания Русского Языка</i>	Methods of Teaching Russian Language
<i>Механика</i>	Mechanics
<i>Налоги и Налогообложение</i>	Taxes and Taxation
<i>Наркология</i>	Narcology
<i>Научный Коммунизм</i>	Scientific Communism
<i>Начало</i>	Fundamentals
<i>Начальная Военная Подготовка</i>	Basic Military Training
<i>Начертательная Геометрия</i>	Descriptive Geometry
<i>Немецкий Язык</i>	German Language
<i>Общая Теория Статистики</i>	General Theory of Statistics
<i>Ординатура</i>	Residency
<i>Основы</i>	Basics
<i>Основы Исследовательской Деятельности</i>	Basics of Research
<i>Основы Современного Естествознания</i>	Basics of Modern Natural Science
<i>Педагогика</i>	Pedagogy
<i>Повышенный Уровень</i>	Advanced Level
<i>Политическая Экономия</i>	Political Economy
<i>Политология</i>	Political Science
<i>Право</i>	Law
<i>Практика Устной и Письменной Речи</i>	Practice of Oral and Written Speech
<i>Прикладная Математика</i>	Applied Mathematics
<i>Прикладной</i>	Applied
<i>Принципы</i>	Principles
<i>Производственная Практика</i>	Industrial Practice
<i>Профессиональные Предметы</i>	Professional Coursework
<i>Психология</i>	Psychology
<i>Радиоэлектроника</i>	Radioelectronics

(Continued)

<b>Russian</b>	<b>English</b>
<i>Регионоведение</i>	Regional Studies
<i>Реклама</i>	Advertising
<i>Родная История</i>	Native History (History of the Native Land)
<i>Русский Язык</i>	Russian Language
<i>Сестринское дело</i>	Nursing
<i>Соппротивление Материалов</i>	Strength of Materials
<i>Социальная Психология</i>	Social Psychology
<i>Специальный Курс</i>	Special Course
<i>Сравнительная Типология Русского и Английского Языка</i>	Comparative Typology of Russian and English Languages
<i>Стоматология</i>	Dentistry
<i>Страхование</i>	Insurance
<i>Теория Вероятности и Математическая Статистика</i>	Theory of Probability and Mathematical Statistics
<i>Теория и Практика Перевода</i>	Theory and Practice of Translation
<i>Термодинамика</i>	Thermodynamics
<i>Управление Природными Ресурсами</i>	Management of Natural Resources
<i>Фармакология</i>	Pharmacology
<i>Физика</i>	Physics
<i>Физическая Культура (и Спорт)</i>	Physical Education (Sports)
<i>Филология</i>	Philology
<i>Философия</i>	Philosophy
<i>Финансы и Кредит</i>	Finances and Credit
<i>Фонетика</i>	Phonetics
<i>Французский Язык</i>	French Language
<i>Фтизиология</i>	Phthisiology (Tuberculosis)
<i>Химия</i>	Chemistry
<i>Хирургия</i>	Surgery
<i>Ценообразование и Система Налогообложения</i>	Price Forming and Taxation System
<i>Электроника</i>	Electronics

(Continued)

Russian	English
<i>Экология</i>	Ecology
<i>Экономика</i>	Economics
<i>Экономический Анализ</i>	Economic Analysis
<i>Эстетика</i>	Aesthetics
<i>Этика</i>	Ethics

## **TYPES OF EDUCATIONAL INSTITUTIONS**

Russian	English
<i>Академия Наук</i>	Academy of Science
<i>Высшая Аттестационная Комиссия</i>	Higher Attestation Commission
<i>Высшее Военное Училище</i>	Higher College of Military Science
<i>Высшее Учебное Заведение</i>	Institution of Higher Education
<i>Гимназия</i>	Gymnasium, Secondary School
<i>Детский Сад</i>	Nursery School
<i>Дошкольный Класс</i>	Kindergarten
<i>Институт</i>	Institute
<i>Колледж</i>	College (School of Specialized Secondary Education)
<i>Консерватория</i>	Conservatory
<i>Лицей</i>	Lyceum
<i>Министерство Образования и Науки</i>	Ministry of Education and Science
<i>Начальная Школа</i>	Elementary School
<i>Общеобразовательная Школа</i>	General Secondary School
<i>Педагогическое Училище</i>	Teachers' Training College
<i>Профессионально-Технический Лицей</i>	Lyceum for Vocational and Technical Studies
<i>Профессионально-Техническое Училище</i>	Professional-Technical College
<i>Средние Специальные Учебные Заведения, ССУЗ</i>	Specialized Secondary Education Institutions
<i>Средняя Школа</i>	Middle School, Secondary School

(Continued)

Russian	English
<i>Техникум</i>	College of Specialized Secondary Education in Technology
<i>Университет</i>	University
<i>Школа Рабочей Молодёжи</i>	Evening School for Working Youth

## GRADES

Russian	English
<i>Балл</i>	Grade
<i>Зачёт or Зачтено</i>	Pass
<i>Исключен</i>	Expelled
<i>Незаконченный</i>	Incomplete
<i>Неудовлетворительно</i>	Unsatisfactory, Fail
<i>Освобожденный</i>	Exempted
<i>Отлично</i>	Excellent
<i>Отчислен за Неудспеваемость</i>	Expelled
<i>Отчислен по Собственному Желанию</i>	Dismissed
<i>Оценка</i>	Mark
<i>Пересдавать</i>	To Retake
<i>Плохо</i>	Poor, Fail
<i>С Отличием</i>	With Honors
<i>Удовлетворительно</i>	Satisfactory
<i>Хорошо</i>	Good

## COMMON PROFESSIONAL TITLES

Russian	English
<i>Акушерка</i>	Midwife
<i>Архитектор</i>	Architect
<i>Бухгалтер</i>	Accountant
<i>Ветеринар</i>	Veterinarian
<i>Врач</i>	Doctor (Physician)

(Continued)

Russian	English
<i>Доктор</i>	Doctor (Physician)
<i>Инженер</i>	Engineer
<i>Квалификация</i>	Qualification
<i>Косметолог</i>	Cosmetologist
<i>Медсестра</i>	Nurse
<i>Парикмахер</i>	Barber, Hairdresser
<i>Педагог Дошкольного Образования</i>	Pre-School Teacher
<i>Преподаватель</i>	Instructor
<i>Стоматолог</i>	Dentist
<i>Учитель Начальной Школы</i>	Primary School Teacher
<i>Учитель Средней Школы</i>	Secondary School Teacher
<i>Фармацевт</i>	Pharmacist
<i>Фельдшер</i>	<i>Feldsher</i> (Physician's Assistant)
<i>Физиотерапевт</i>	Physical Therapist
<i>Юрист</i>	Lawyer

## **OTHER COMMON EDUCATIONAL TERMS**

Russian	English
<i>Абитуриент</i>	University Entrant
<i>Аккредитация</i>	Accreditation
<i>Архивариус</i>	Registrar, Archivist
<i>Аспирант</i>	Graduate Student (Level of University Study)
<i>Аудиторное Занятие</i>	Lecture
<i>Вечернее Обучение</i>	Evening Study
<i>Выданный</i>	Issued, Awarded
<i>Выпускник</i>	Graduate (Student Who Has Graduated)
<i>Государственный Образовательный Стандарт</i>	State Education Standard
<i>Декан</i>	Dean
<i>Департамент</i>	Department

(Continued)

<b>Russian</b>	<b>English</b>
<i>Дошкольное Образование</i>	Pre-School Education
<i>Продолжительность Обучения</i>	Length of Program
<i>Заведующий Архивом</i>	Head of the Archives
<i>Заведующий Кафедрой</i>	Chair of Department
<i>Законченный</i>	Completed, Graduated
<i>Заочное Обучение</i>	Distance/External Learning
<i>Заочное Отделение</i>	Faculty of Distance Education
<i>Звание</i>	Rank
<i>Иностраннный Студент</i>	Foreign Student
<i>Категория</i>	Rank
<i>Класс</i>	Grade (Class)
<i>Кредиты</i>	Credits
<i>Лицензированный</i>	Licensed
<i>Лицензия</i>	License
<i>Награжден</i>	Is Awarded
<i>Направления</i>	Study Areas
<i>Национальный</i>	National
<i>Начальное Общее Образование</i>	Primary General Education
<i>Начальное Профессиональное Образование</i>	Basic Vocational Education
<i>Нотариус</i>	Notary
<i>Образование</i>	Education
<i>Обучение в Интернетe</i>	Online Education
<i>Основное Общее Образование</i>	Basic General Education
<i>Отделение</i>	Department
<i>Переведенные Кредиты</i>	Transfer Credits
<i>Перевод</i>	Translation
<i>Переводчик</i>	Translator, Interpreter
<i>Повышение Квалификации</i>	Qualification Improvement
<i>Похвальная Грамота</i>	Honorable Certificate
<i>Преподаватель</i>	Instructor

(Continued)

<b>Russian</b>	<b>English</b>
<i>Присвоено</i>	Was Awarded
<i>Проректор</i>	Vice Rector
<i>Профессиональная Переподготовка</i>	Professional Retraining
<i>Разряд</i>	Level, Grade
<i>Ректор</i>	Rector
<i>Российская Федерация</i>	Russian Federation
<i>Специализация</i>	Major, Specialization, Concentration
<i>Специальность</i>	Specialization
<i>Среднее (Полное) Общее Образование</i>	Complete General Secondary Education
<i>Среднее Профессиональное Образование</i>	Middle Level Professional Education
<i>СССР (Союз Советских Социалистических Республик)</i>	USSR (Union of Soviet Socialist Republics)
<i>Стационар</i>	Full-Time
<i>Учебное Пособие</i>	Teaching Aid
<i>Учебный План</i>	Academic Curriculum
<i>Факультет</i>	Faculty, Department
<i>Часы</i>	Hours

# Spanish



Spanish is one of the most commonly used languages in the world, serving as an official language for 21 countries. Besides Spain and Mexico, it is the primary language for most of Central America (Costa Rica, El Salvador, Guatemala, Honduras, Nicaragua, and Panama) and most of South America (Argentina, Bolivia, Chile, Colombia, Ecuador, Paraguay, Peru, Uruguay, and Venezuela). Additionally, it is used as the main language in Puerto Rico, Cuba, Dominican Republic, and Equatorial Guinea. The Spanish alphabet is based on the Latin one and has 29 letters, including CH, LL, and Ñ. (But CH and LL are no longer considered as separate letters in dictionaries.) The academic records are issued in Spanish throughout the regions referenced above. In Puerto Rico, however, they can also be officially issued in English.

## NUMBERS

Please note that the ordinal numbers in Spanish may also be abbreviated using the numeral, followed by an “o” or an “a” as a superscript. For example 1<sup>o</sup> stands for the masculine singular of “1<sup>st</sup>”, and 1<sup>a</sup> for the feminine singular.

Spanish	English		Spanish	English
<i>Cero</i>	Zero			
<i>Uno</i>	One		<i>Primero (1<sup>o</sup>)</i>	First (1 <sup>st</sup> )
<i>Dos</i>	Two		<i>Segundo (2<sup>o</sup>)</i>	Second (2 <sup>nd</sup> )
<i>Tres</i>	Three		<i>Tercero (3<sup>o</sup>)</i>	Third (3 <sup>rd</sup> )
<i>Cuarto</i>	Four		<i>Cuarto (4<sup>o</sup>)</i>	Fourth (4 <sup>th</sup> )
<i>Cinco</i>	Five		<i>Quinto (5<sup>o</sup>)</i>	Fifth (5 <sup>th</sup> )
<i>Síes</i>	Six		<i>Sexto (6<sup>o</sup>)</i>	Sixth (6 <sup>th</sup> )
<i>Siete</i>	Seven		<i>Séptimo (7<sup>o</sup>)</i>	Seventh (7 <sup>th</sup> )
<i>Ocho</i>	Eight		<i>Octavo (8<sup>o</sup>)</i>	Eighth (8 <sup>th</sup> )
<i>Nueve</i>	Nine		<i>Noveno (9<sup>o</sup>)</i>	Ninth (9 <sup>th</sup> )
<i>Diez</i>	Ten		<i>Décimo (10<sup>o</sup>)</i>	Tenth (10 <sup>th</sup> )
<i>Once</i>	Eleven		<i>Undécimo (11<sup>o</sup>)</i>	Eleventh (11 <sup>th</sup> )
<i>Doce</i>	Twelve		<i>Duodécimo (12<sup>o</sup>)</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

### Months

Spanish	English
<i>Enero</i>	January
<i>Febrero</i>	February
<i>Marzo</i>	March
<i>Abril</i>	April
<i>Mayo</i>	May
<i>Junio</i>	June
<i>Julio</i>	July
<i>Agosto</i>	August
<i>Septiembre</i>	September
<i>Octubre</i>	October
<i>Noviembre</i>	November
<i>Diciembre</i>	December

### Other Calendar Terms

Spanish	English
<i>Año</i>	Year
<i>Año Escolar</i>	School Year
<i>Ciclo</i>	Cycle
<i>Cuatrimestre</i>	Quarter
<i>Fechas</i>	Dates
<i>Invierno</i>	Winter
<i>Otoño</i>	Fall
<i>Periodo Escolar</i>	School Period
<i>Primavera</i>	Spring
<i>Semestre</i>	Semester
<i>Término</i>	Term, Semester
<i>Trimestre</i>	Trimester
<i>Verano</i>	Summer

## PERSONAL DESCRIPTORS

Spanish	English
<i>Apellido</i>	Surname
<i>Don</i>	Mr.
<i>Doña</i>	Mrs., Ms.
<i>Edad</i>	Age
<i>El</i>	He
<i>Ella</i>	She
<i>Fecha de Nacimiento</i>	Date of Birth
<i>Femenino</i>	Female
<i>Género</i>	Gender
<i>Hija de</i>	Daughter of
<i>Hijo de</i>	Son of
<i>Hombre</i>	Man
<i>Lugar de Nacimiento</i>	Place of Birth
<i>Macho</i>	Male
<i>Masculino</i>	Male
<i>Mujer</i>	Woman
<i>Nombre</i>	Name
<i>Número de Expediente</i>	File Number
<i>Número de Identificación Nacional</i>	National Identification Number
<i>Número de Matricula</i>	Registration Number
<i>Número del Estudiante</i>	Student Number
<i>Número de Identificación</i>	Identification Number
<i>Señor, Sr.</i>	Mr.
<i>Señora, Sra.</i>	Mrs.
<i>Señorita</i>	Miss

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Spanish	English
<i>Bachiller</i>	Bachelor (Secondary or Postsecondary Qualification, Depending on the Country)
<i>Bachillerato</i>	Secondary-Level Qualification
<i>Bachillerato Académico</i>	Academic Bachillerato
<i>Bachillerato Diversificado</i>	Diversified Bachillerato
<i>Certificado de Estudios</i>	Transcript, Certificate of Studies
<i>Certificado de Secundaria</i>	Certificate of Secondary Education
<i>Certificado de Terminación de Educación General</i>	Certificate of Completion of General Education
<i>Copia</i>	Copy
<i>Diploma de Secundaria Básica</i>	Diploma of Basic Secondary Education
<i>Doctor</i>	Doctor (Research Degree)
<i>Doctorado</i>	Doctorate
<i>Duplicado</i>	Duplicate
<i>Especialista</i>	Specialist
<i>Expediente Académico</i>	Academic Record, Transcript
<i>Licencia</i>	License (Secondary-Level Qualification in Chile)
<i>Licenciado</i>	Licentiate
<i>Maestría</i>	Master (Degree)
<i>Técnico</i>	Technician
<i>Técnico Superior</i>	Higher Technician
<i>Título</i>	Title, Degree of

## COURSE/SUBJECT ENTRIES

Spanish	English
<i>Adiestramiento</i>	Training
<i>Administración de Empresas</i>	Business Administration
<i>Agronomía</i>	Agronomy, Agriculture
<i>Alemán</i>	German

(Continued)

Spanish	English
<i>Alimentos y Bebidas</i>	Food and Beverage
<i>Ambiental</i>	Environmental
<i>Antiguo</i>	Ancient
<i>Aplicado</i>	Applied
<i>Aprendizaje</i>	Apprenticeship
<i>Artes Gráficas</i>	Graphic Arts
<i>Artes Plásticas</i>	Plastic Arts (Fine Arts)
<i>Artesanías</i>	Crafts
<i>Asignaturas</i>	Courses, Subjects
<i>Avanzado</i>	Advanced
<i>Biología</i>	Biology
<i>Bioquímica</i>	Biochemistry
<i>Botánica</i>	Botany
<i>Ciencias</i>	Sciences
<i>Cirujano</i>	Surgery
<i>Comercio Internacional</i>	International Trade
<i>Comienzo</i>	Beginning
<i>Computación Electrónica</i>	Electronic Computers
<i>Concursos</i>	Meetings
<i>Conferencia</i>	Lecture
<i>Contabilidad</i>	Accounting
<i>Curso de Capacitación</i>	Training Course
<i>Deportes</i>	Sports
<i>Derecho</i>	Law
<i>Derecho Civil</i>	Civil Law
<i>Derecho Mercantil</i>	Commercial Law
<i>Desarrollo</i>	Development
<i>Dibujo</i>	Drawing
<i>Didáctica</i>	Didactics
<i>Diferencial</i>	Elective
<i>Dirección</i>	Management

(Continued)

Spanish	English
<i>Diseño de Estructuras</i>	Structure Design
<i>Disertación</i>	Dissertation
<i>Docente</i>	Teaching
<i>Doctrina</i>	Doctrine
<i>Economía</i>	Economics, Economy
<i>Educación Física</i>	Physical Education
<i>Elaboración</i>	Preparation
<i>Electivas</i>	Electives
<i>Electricidad</i>	Electricity
<i>Empresas</i>	Businesses
<i>Enfermería</i>	Nursing
<i>Ensayo</i>	Essay
<i>Enseñanza</i>	Teaching
<i>Escrito</i>	Written
<i>Estadística</i>	Statistics
<i>Examen</i>	Examination
<i>Exámenes Finales</i>	Final Examination
<i>Filosofía</i>	Philosophy
<i>Finanzas</i>	Finance
<i>Fiscal</i>	Fiscal, Tax
<i>Física</i>	Physics
<i>Formación</i>	Formation, Training
<i>Formulación</i>	Formulation
<i>Francés</i>	French
<i>Fundación de</i>	Foundations of
<i>Fundamentos de</i>	Fundamentals of
<i>General</i>	General
<i>Geólogo</i>	Geology
<i>Gerencia</i>	Management
<i>Habilitaciones</i>	Qualifying Examinations

(Continued)

Spanish	English
<i>Hacienda Pública</i>	Public Treasury
<i>Historia</i>	History
<i>Humanidades</i>	Humanities
<i>Idioma</i>	Language
<i>Infectología</i>	Infectious Diseases
<i>Informática</i>	Computer Science
<i>Ingeniería</i>	Engineering
<i>Inglés</i>	English
<i>Integral</i>	Comprehensive
<i>Internado</i>	Internship
<i>Internado Rotatorio</i>	Rotating Internship
<i>Introducción a, Introducción de</i>	Introduction to
<i>Investigación</i>	Research
<i>Juego Gerencial</i>	Management Simulation
<i>Jurídico</i>	Legal
<i>Laboratorio</i>	Laboratory
<i>Lectura</i>	Reading
<i>Lengua Extranjera</i>	Foreign Language
<i>Literatura</i>	Literature
<i>Matemática</i>	Mathematics
<i>Materias</i>	Subjects
<i>Mecánica de Suelos</i>	Soil Mechanics
<i>Mercado</i>	Market
<i>Mercadotecnia</i>	Marketing
<i>Metodología</i>	Methodology
<i>Música</i>	Music
<i>Nociones</i>	Basic
<i>Obligatorias</i>	Required, Compulsory
<i>Odontología</i>	Dentistry
<i>Orientación</i>	Guidance, Orientation

(Continued)

Spanish	English
<i>Panorama</i>	Overview
<i>Pedagogía</i>	Pedagogy
<i>Periodismo</i>	Journalism
<i>Prácticos</i>	Practical
<i>Preliminar</i>	Preliminary
<i>Presupuesto</i>	Budget
<i>Principio</i>	Beginning
<i>Principios de</i>	Principles of
<i>Proyecto</i>	Project
<i>Psicología</i>	Psychology
<i>Psicomotricidad</i>	Psychomotor Function
<i>Psiquiatría</i>	Psychiatry
<i>Puericultura</i>	Child Care
<i>Química</i>	Chemistry
<i>Realidad Nacional</i>	National Problems
<i>Redacción</i>	Writing
<i>Régimen</i>	Framework
<i>Resistencia de Materiales</i>	Strength of Materials
<i>Salud</i>	Health
<i>Seminario</i>	Seminar
<i>Sociedades</i>	Corporate, Corporations
<i>Sociología</i>	Sociology
<i>Taller</i>	Workshop
<i>Teoría</i>	Theory
<i>Tesis</i>	Thesis
<i>Traducción</i>	Translation
<i>Traumatología</i>	Trauma, Traumatology
<i>Tributario</i>	Tax
<i>Troncal</i>	Core Course, Required Course
<i>Urbanismo</i>	City Planning

(Continued)



Spanish	English
<i>Vías</i>	Routes
<i>Vías Terrestres</i>	Land Routes

## ***TYPES OF EDUCATIONAL INSTITUTIONS***

Spanish	English
<i>Academia</i>	Academy
<i>Centro</i>	Center
<i>Centro de Enseñanza</i>	Educational Center
<i>Centro de Estudios</i>	Study Center
<i>Centro de Investigación</i>	Research Center
<i>Centro Escolar</i>	School Center
<i>Centro Nacional</i>	National Center
<i>Centro Regional</i>	Regional Center
<i>Colegio</i>	High School, College
<i>Colegio Mayor</i>	Major College
<i>Conservatorio</i>	Conservatory
<i>Corporación</i>	Corporation
<i>Escuela</i>	School
<i>Escuela de Correspondencia</i>	Correspondence School
<i>Escuela de Negocios</i>	Business School
<i>Escuela Nacional</i>	National School
<i>Escuela Nocturno</i>	Evening School
<i>Escuela Normal</i>	Teacher-Training School
<i>Escuela Normal Superior</i>	Higher Teacher-Training School
<i>Escuela Primaria</i>	Primary School
<i>Escuela Secundaria</i>	Secondary School
<i>Fundación</i>	Foundation
<i>Institución</i>	Institution
<i>Instituto</i>	Institute
<i>Instituto Superior</i>	Higher Institute

(Continued)

Spanish	English
<i>Instituto Tecnológico</i>	Technological Institute
<i>Instituto Universitario</i>	University Institute
<i>Jardín de Infancia</i>	Kindergarten
<i>Liceo</i>	High School, School
<i>Ministerio de Educación</i>	Ministry of Education
<i>Plantel</i>	Campus, School Site
<i>Politécnicos</i>	Polytechnics
<i>Pontificia Universidad</i>	Pontifical University
<i>Seminario</i>	Seminary
<i>Unidad</i>	Unit (School Site)
<i>Universidad</i>	University
<i>Universidad Autónoma</i>	Autonomous University
<i>Universidad Nacional</i>	National University

## GRADES

Spanish	English
<i>Abandonar</i>	Dropped
<i>Aceptable</i>	Acceptable
<i>Alto</i>	High
<i>Aplazado</i>	Failure
<i>Aprobado</i>	Good
<i>Aprovechado</i>	Outstanding
<i>Bajo</i>	Fail, Low
<i>Bien</i>	Good
<i>Bueno</i>	Good
<i>Cífra</i>	Numeral, Figure (Usually Refers to Grades)
<i>Deficiente</i>	Fail
<i>Desaprobado</i>	Not Passing
<i>Distinción</i>	Distinction
<i>Distinguido</i>	Very Good

(Continued)

Spanish	English
<i>Excelente</i>	Excellent
<i>Excusar</i>	Excused
<i>Eximir</i>	Exempted
<i>Fracasado</i>	Failed
<i>Fracaso</i>	Fail
<i>Incompleto</i>	Incomplete
<i>Insuficiente</i>	Insufficient, Below Average, Failure
<i>Letra</i>	Letter (Usually Refers to Written Numerical Grades)
<i>Malo</i>	Fail
<i>Más que Suficiente</i>	Above Average
<i>Matrícula de Honor</i>	Honors
<i>Medio</i>	Average
<i>Mínima</i>	Pass
<i>Mínima de Promoción</i>	Lowest Passing Grade
<i>Mínimo Aprobatorio</i>	Lowest Passing
<i>Muy Bien</i>	Very Good
<i>Muy Bueno</i>	Very Good
<i>Muy Malo</i>	Fail
<i>No Acreditada</i>	Not Passing
<i>No Suficiente</i>	Insufficient
<i>Notable</i>	Notable
<i>Pasar</i>	Passed
<i>Regular</i>	Average
<i>Repetido</i>	Repeated
<i>Reprobado</i>	Failed
<i>Retirado</i>	Withdrawn
<i>Satisfactorio</i>	Satisfactory
<i>Sobresaliente</i>	Outstanding
<i>Suficiente</i>	Pass
<i>Suspense</i>	Fail

(Continued)

Spanish	English
<i>Volver a Presentar</i>	Retaken

## COMMON PROFESSIONAL TITLES

Spanish	English
<i>Abogado</i>	Lawyer
<i>Arquitecto</i>	Architect
<i>Auxiliar</i>	Assistant
<i>Barbero</i>	Barber
<i>Contador</i>	Accountant
<i>Contador Público</i>	Public Accountant
<i>Cosmetólogo</i>	Cosmetologist
<i>Dentista</i>	Dentist
<i>Enfermera</i>	Nurse
<i>Farmacéutico</i>	Pharmacist
<i>Geólogo</i>	Geologist
<i>Ingeniero</i>	Engineer
<i>Maestro</i>	Master, Teacher
<i>Médico</i>	Doctor (Physician)
<i>Médico Cirujano</i>	Physician-Surgeon
<i>Médico Veterinario</i>	Veterinarian
<i>Partera</i>	Midwife
<i>Peluquera</i>	Hairdresser
<i>Psicólogo</i>	Psychologist
<i>Secretaria</i>	Secretary
<i>Terapeuta Físico</i>	Physical Therapist
<i>Terapista Físico</i>	Physical Therapist
<i>Terapeuta Ocupacional</i>	Occupational Therapist

## OTHER COMMON EDUCATIONAL TERMS

Spanish	English
<i>Actas</i>	Acts
<i>Acto</i>	Act
<i>Actual</i>	Present, Current
<i>Adelanto</i>	Progress
<i>Adjunto</i>	Enclosed
<i>Alumno</i>	Pupil, Student
<i>Aportes</i>	Contribution
<i>Aspirante</i>	Candidate
<i>Beca</i>	Scholarship
<i>Cargo</i>	Position
<i>Carrera</i>	Program
<i>Católico</i>	Catholic
<i>Cédula Profesional</i>	Professional License
<i>Ciclo Básico</i>	Basic Cycle
<i>Ciudad</i>	City
<i>Comisión</i>	Committee
<i>Conceder</i>	Awarded
<i>Concentración</i>	Concentration, Major
<i>Crédito Transferido</i>	Transferred Credit
<i>Créditos</i>	Credits
<i>Cuota</i>	Fees
<i>Curso en Línea</i>	Online Course
<i>Departamento</i>	Department
<i>Diplomado</i>	Diploma Holder
<i>Duración</i>	Duration
<i>Educación a Distancia</i>	Distance Education
<i>Egresado</i>	Graduated, School Leaver
<i>Enfoque</i>	Approach
<i>Escuela de Verano</i>	Summer School

(Continued)

Spanish	English
<i>Estudiante</i>	Student
<i>Estudiante de Intercambio</i>	Foreign Exchange Student
<i>Estudiante Internacional</i>	International Student
<i>Estudiante Universitario de Posgrado</i>	Graduate Student
<i>Estudiante Universitario de Pregrado</i>	Undergraduate Student
<i>Estudios</i>	Studies
<i>Etapas</i>	Stage, Step
<i>Expedido</i>	Granted
<i>Facultad</i>	Faculty
<i>Fallas</i>	Absences
<i>Firma</i>	Signature
<i>Hace Constar</i>	Makes Known, States
<i>Honorarios Profesionales</i>	Professional Fees
<i>Horas</i>	Hours
<i>Inscribir</i>	To Enroll, Register
<i>Íntegramente</i>	Entirely, Integrally, Completely
<i>Interprete</i>	Interpreter
<i>Licenciatura</i>	Licentiate Program
<i>Matriculado</i>	Matriculated
<i>Matricular</i>	To Register, Enroll
<i>Notario</i>	Notary
<i>Optar</i>	Eligible
<i>Orientación</i>	Major, Orientation
<i>Otorgar</i>	To Grant, Confer
<i>Particular</i>	Private
<i>Pasante</i>	Degree Candidate
<i>Pensum</i>	Program of Studies, Curriculum
<i>Personal Docente</i>	Teaching Staff
<i>Plan de Estudios</i>	Curriculum, Study Plan
<i>Puesto</i>	Post, Position, Office

(Continued)

Spanish	English
<i>Rama</i>	Major, Field of Specialization
<i>Realizar</i>	To Carry-Out, to Study
<i>Rector</i>	Rector, University President
<i>Registrador</i>	Registrar
<i>Reglamento</i>	Rule, Regulations
<i>Requisito</i>	Requirement
<i>Revalidación</i>	Revalidation, Granting of Official Recognition
<i>Secretario</i>	Secretary
<i>Según</i>	According to
<i>Sello</i>	Seal
<i>Solicitud</i>	Application
<i>Suscrito</i>	Subscriber, Undersigned
<i>Tarjeta</i>	Card
<i>Tiempo Completo</i>	Full-Time
<i>Tiempo Parcial</i>	Part-Time
<i>Timbre</i>	Stamp
<i>Traductor</i>	Translator
<i>Transferido</i>	Transferred
<i>Ubicado</i>	Located
<i>Unidades</i>	Units (Credits)
<i>Vigente</i>	Effective, Enforce

# Vietnamese



Vietnamese is the official, national language of Vietnam. Its vocabulary is primarily rooted in the Chinese language system; however, there are also linguistic influences from the French, as evidenced in its writing system. Its modern, written form is based on the Latin alphabet and is referred to as *Quốc ngữ*. *Quốc ngữ* has 29 letters in the alphabet, excluding F, J, W, and Z (they are only found in foreign loanwords). The additional letters come from modified letters with diacritics, the majority of which are vowels (Ă, Â, Đ, Ê, Ô, Ơ, U). Vietnamese is written and read from right to left and sentences are constructed in subject-verb-object word order.

Please note that the diacritics and tonal marks (e.g., Á – high rising, À – low falling, ã – high broken...) can affect the lexical ordering. For example, the letter D will come before Đ.

## NUMBERS

Vietnamese	English		Vietnamese	English
<i>Không</i>	Zero			
<i>Một</i>	One		<i>Thứ Nhất</i>	First (1 <sup>st</sup> )
<i>Hai</i>	Two		<i>Thứ Hai, Thứ Nhị</i>	Second (2 <sup>nd</sup> )
<i>Ba</i>	Three		<i>Thứ Ba</i>	Third (3 <sup>rd</sup> )
<i>Bốn</i>	Four		<i>Thứ Bốn, Thứ Tư</i>	Fourth (4 <sup>th</sup> )
<i>Năm</i>	Five		<i>Thứ Năm</i>	Fifth (5 <sup>th</sup> )
<i>Sáu</i>	Six		<i>Thứ Sáu</i>	Sixth (6 <sup>th</sup> )
<i>Bảy</i>	Seven		<i>Thứ Bảy</i>	Seventh (7 <sup>th</sup> )
<i>Tám</i>	Eight		<i>Thứ Tám</i>	Eighth (8 <sup>th</sup> )
<i>Chín</i>	Nine		<i>Thứ Chín</i>	Ninth (9 <sup>th</sup> )
<i>Mười</i>	Ten		<i>Thứ Mười</i>	Tenth (10 <sup>th</sup> )
<i>Mười Một</i>	Eleven		<i>Thứ Mười Một</i>	Eleventh (11 <sup>th</sup> )
<i>Mười Hai</i>	Twelve		<i>Thứ Mười Hai</i>	Twelfth (12 <sup>th</sup> )

## CALENDAR

Dates are written in the order of Day, Month, Year, and are usually written in numerals.

### Months

Vietnamese	English
<i>Tháng Một</i>	January
<i>Tháng Hai</i>	February
<i>Tháng Ba</i>	March
<i>Tháng Tư</i>	April
<i>Tháng Năm</i>	May
<i>Tháng Sáu</i>	June
<i>Tháng Bảy</i>	July
<i>Tháng Tám</i>	August
<i>Tháng Chín</i>	September
<i>Tháng Mười</i>	October
<i>Tháng Mười Một</i>	November
<i>Tháng Mười Hai</i>	December

### Other Calendar Terms

Vietnamese	English
<i>Học Kỳ</i>	Semester
<i>Kỳ</i>	Term
<i>Năm</i>	Year
<i>Năm Học</i>	School Year
<i>Ngày</i>	Day
<i>Tháng</i>	Month

## PERSONAL DESCRIPTORS

In Vietnamese, the family name is written first, the middle name is written second and the given name is written last.

Vietnamese	English
<i>Bà</i>	Ms., Mrs., She
<i>Chỗ ở Hiện Tại</i>	Current Address of Residence
<i>Dân Tộc</i>	Ethnic Group
<i>Giới Tính</i>	Gender
<i>Họ Và Tên</i>	Full Name
<i>Họ Và Tên Cha</i>	Father's Full Name
<i>Họ Và Tên Học Sinh</i>	Full Name of Student
<i>Họ Và Tên Mẹ</i>	Mother's Full Name
<i>Họ Và Tên Người Đỡ Đầu</i>	Sponsor's Full Name
<i>Mã Số SV</i>	Student Code
<i>Nam</i>	Male
<i>Ngày Sinh</i>	Date of Birth
<i>Nghề Nghiệp</i>	Occupation
<i>Nơi Sinh</i>	Place of Birth
<i>Nữ</i>	Female
<i>Ông</i>	Mr., He
<i>Sinh Ngày</i>	Born on
<i>Số Hiệu SV</i>	Student Number
<i>Tên</i>	Name

## TYPES OF CREDENTIALS AND ACADEMIC RECORDS

Vietnamese	English
<i>Bảng Điểm</i>	Transcript
<i>Bằng Cộng Đồng</i>	Associate Bachelor Diploma
<i>Bằng Nghề</i>	Vocational Diploma
<i>Bằng Tiểu Học</i>	Primary Education Diploma

(Continued)

Vietnamese	English
<i>Bằng Tốt Nghiệp</i>	Diploma
<i>Bằng Tốt Nghiệp Cao Đẳng</i>	College Graduation Diploma
<i>Bằng Tốt Nghiệp Cấp Cơ Sở</i>	Lower Secondary Education Diploma
<i>Bằng Tốt Nghiệp Nghề</i>	Vocational Diploma
<i>Bằng Tốt Nghiệp Trung Học Chuyên Nghiệp</i>	Vocational Education Graduation Diploma
<i>Bằng Tốt Nghiệp Trung Học Cơ Sở</i>	Lower Secondary Education Graduation Diploma
<i>Bằng Tốt Nghiệp Trung Học Phổ Thông</i>	Upper Secondary School Graduation Diploma
<i>Chứng Chỉ</i>	Certificate
<i>Chứng Chỉ Nghề</i>	Vocational Certificate
<i>Chứng Nhận</i>	Certificate
<i>Chứng Nhận Học Nghề</i>	Vocational Certificate
<i>Giấy Chứng Nhận</i>	Certificate, Attestation
<i>Học Bạ</i>	Study Book
<i>Kết Quả Học Tập</i>	Academic Record
<i>Phiếu Điểm Giai Đoạn I</i>	Transcript for Phase I of the Study Program
<i>Phiếu Điểm Giai Đoạn II</i>	Transcript for Phase II of the Study Program
<i>Thạc Sĩ</i>	Master
<i>Thi Tốt Nghiệp Phổ Thông Trung Học</i>	Secondary School Leaving Examination
<i>Tiến Sĩ</i>	Doctorate

## ***COURSE/SUBJECT ENTRIES***

Vietnamese	English
<i>Anh</i>	English
<i>Ảnh</i>	Photography
<i>Âm Nhạc</i>	Music
<i>Bách Khoa</i>	Technology
<i>Bài Luận</i>	Essay
<i>Biên Dịch</i>	Translation
<i>Cao Cấp</i>	Higher

(Continued)

Vietnamese	English
<i>Chính Trị</i>	Politics
<i>Chuyên Đề</i>	Subject
<i>Công Nghệ</i>	Technology
<i>Công Nghệ Y Học</i>	Medical Technology
<i>Đại Số Học</i>	Algebra
<i>Địa Lý</i>	Geography
<i>Địa Lý Học</i>	Geography
<i>Điều Dưỡng</i>	Nursing
<i>Đọc</i>	Reading
<i>Động Vật Học</i>	Zoology
<i>Giáo Dục Công Dân</i>	Civics
<i>Giáo Dục Quốc Phòng</i>	National Defense Education
<i>Hình Học</i>	Geometry
<i>Hoạt Động Ngoại Khóa</i>	Extra-Curricular Activities
<i>Hóa Học</i>	Chemistry
<i>Kế Toán</i>	Accounting
<i>Khoa Học</i>	Science
<i>Khoa Học Xã Hội</i>	Social Science
<i>Kiến Trúc</i>	Architecture
<i>Kinh Tế</i>	Economics, Business
<i>Kinh Tế Chính Trị</i>	Political Economics
<i>Kỹ Thuật</i>	Technical, Technology
<i>Lịch Sử</i>	History
<i>Lịch Sử Đảng CSVN</i>	Vietnamese Communist Party History
<i>Lịch Sử và Địa Lý</i>	History and Geography
<i>Luật</i>	Law
<i>Lý Thuyết</i>	Theory, Theoretical
<i>Môn Học</i>	Subjects
<i>Mỹ Học</i>	Aesthetics
<i>Mỹ Thuật</i>	Fine Arts

(Continued)

Vietnamese	English
<i>Nga Văn</i>	Russian
<i>Ngân Hàng</i>	Banking
<i>Nghe</i>	Listening
<i>Nghệ Thuật</i>	Arts, Fine Arts
<i>Ngoại Ngữ</i>	Foreign Language
<i>Ngôn Ngữ</i>	Language
<i>Ngôn Ngữ Học</i>	Linguistics
<i>Nhân Loại Học</i>	Anthropology
<i>Nói</i>	Speaking
<i>Nông Học</i>	Agronomy
<i>Nông Nghiệp</i>	Agriculture
<i>Pháp</i>	French
<i>Pháp Văn</i>	French Literature
<i>Quan Hệ Quốc Tế</i>	International Relations
<i>Sinh Lý Học</i>	Physiology
<i>Sinh Ngữ</i>	Modern Language
<i>Sinh Vật</i>	Biology
<i>Tâm Lý</i>	Psychology
<i>Tâm Lý Học</i>	Psychology
<i>Tin Học</i>	Computer Science
<i>Thể Dục</i>	Physical Education
<i>Thực Vật Học</i>	Botany
<i>Toán</i>	Mathematics
<i>Triết Học</i>	Philosophy
<i>Tư Tưởng</i>	Ideology, Thought
<i>Văn Học Việt Nam</i>	Vietnamese Literature
<i>Văn Nghệ</i>	Arts and Literature
<i>Văn Phạm</i>	Grammar
<i>Văn Pháp</i>	Syntax
<i>Vật Lý</i>	Physics

(Continued)

Vietnamese	English
<i>Vật Lý và Hóa Học</i>	Physics and Chemistry
<i>Viết</i>	Writing

## **TYPES OF EDUCATIONAL INSTITUTIONS**

Vietnamese	English
<i>Bộ Giáo Dục và Đào Tạo</i>	Ministry of Education and Training (MOET)
<i>Cao Đẳng Sư Phạm</i>	Teacher-Training College
<i>Đại Học</i>	University
<i>Hội Đồng Thi</i>	Examination Board, Examination Council
<i>Mầm Non</i>	Preschool
<i>Trường</i>	School
<i>Trường Cao Đẳng</i>	College, Junior College
<i>Trường Cao Đẳng Cộng Đồng</i>	Junior College, Community College
<i>Trường Đại Học</i>	University
<i>Trường Tiểu Học</i>	Primary School
<i>Trường Trung Học</i>	Secondary Education School
<i>Trường Trung Học Dạy Nghề</i>	Vocational School
<i>Trường Trung Học Kỹ Thuật Y Tế</i>	Health Education Technical Secondary School
<i>Trường Trung Học Phổ Thông (THPT)</i>	Upper Secondary School

## **GRADES**

Vietnamese	English
<i>Đạt</i>	Pass
<i>Ghi Chú</i>	Grade, Note
<i>Giỏi</i>	Excellent, Very Good
<i>Hạng</i>	Grade, Result
<i>Kém</i>	Poor, Fail
<i>Kết Quả</i>	Grade, Result
<i>Khá</i>	Good

(Continued)

Vietnamese	English
<i>Liệt</i>	Mediocre
<i>Miễn Thi</i>	Exempt
<i>Rất Tốt</i>	Very Good
<i>Tốt</i>	Good
<i>Trung Bình</i>	Average, Fair
<i>Trung Bình Khá</i>	Fairly Good
<i>Trượt</i>	Poor, Fail
<i>Ưu</i>	Excellent
<i>Vắng</i>	Absent
<i>Xếp Hạng (Lớp)</i>	Grade, Note
<i>Xuất Sắc</i>	Excellent
<i>Yếu</i>	Bad

## COMMON PROFESSIONAL TITLES

Vietnamese	English
<i>Bác Sĩ</i>	Physician
<i>Bác Sĩ Thú Y</i>	Veterinarian
<i>Dược Sĩ</i>	Pharmacist
<i>Giáo Viên</i>	Teacher
<i>Kế Toán</i>	Accountant
<i>Kiến Trúc Sư</i>	Architect
<i>Kỹ Sư</i>	Engineer
<i>Kỹ Thuật Viên Thẩm Mỹ</i>	Cosmetologist
<i>Luật Sư</i>	Lawyer
<i>Nha Sĩ</i>	Dentist
<i>Nữ Hộ Sinh</i>	Midwife
<i>Thợ Cắt Tóc</i>	Barber
<i>Thợ Làm Tóc</i>	Hairdresser
<i>Vật Lý Trị Liệu</i>	Physical Therapist
<i>Y Tá</i>	Nurse

(Continued)



## OTHER COMMON EDUCATIONAL TERMS

Vietnamese	English
<i>Cấp Cho</i>	Issued to
<i>Cấp Ngày</i>	Date Granted
<i>Chính Quy</i>	Full-Time Program
<i>Chuyên Ngành</i>	Specialty
<i>Chuyên Nghiệp</i>	Profession
<i>Chuyên Tu</i>	Special Training
<i>Công Chứng</i>	Notary
<i>Cử Nhân</i>	University Undergraduate
<i>Dài Hạn</i>	Long-Term
<i>Giai Đoạn</i>	Phase of a Program
<i>Giám Đốc</i>	Director, Principal
<i>Giáo Dục</i>	Education
<i>Hành Kiểm</i>	Behavior, Conduct
<i>Hệ Bổ Túc</i>	Supplementary System
<i>Hệ Số</i>	Coefficient, Credit
<i>Hiệu Trưởng</i>	Director, Head Master, Principal
<i>Khoa</i>	Department, Faculty
<i>Khóa Học</i>	Course of Study, Duration, Program Period
<i>Kỳ Thi Ngày</i>	Examination Date
<i>Kỳ Luật</i>	Discipline, Subject
<i>Lớp</i>	Grade (Class, Level)
<i>Ngành Học</i>	Branch of Study
<i>Ngắn Hạn</i>	Short-Term
<i>Phổ Thông</i>	General, Universal
<i>Quận</i>	District
<i>Sơ Cấp</i>	Elementary
<i>Sư Phạm</i>	Education
<i>Tại Chức</i>	In-Service
<i>Tạm Thời</i>	Temporary

(Continued)

Vietnamese	English
<i>Tỉnh</i>	Province
<i>Tư Nhân</i>	Private
<i>Từ Xa</i>	Distance
<i>Tự Học</i>	Home Study, Self-Learning
<i>Xếp Loại Tốt Nghiệp</i>	Graduation Rank, Grade, Classification



# About IERF

International Education Research Foundation (IERF) is proud to be celebrating its 50th anniversary. It was established as a not-for-profit, public-benefit agency and is the oldest credentials evaluation service not only in the U.S., but also in the world. Inez Sepmeyer and Ted Sharp, who were admissions officers at UCLA and California State University Northridge, respectively, recognized the need for assistance in the placement of international students and professionals. In 1969, IERF was founded.

Since then, our mission has been to research and disseminate information on world educational systems. Using this information in our credentials evaluation reports, we help facilitate the integration of individuals educated outside the United States into the U.S. educational environment and work force.

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- **The New Country Index - Volume I** (2004): includes educational profiles of 70 countries around the world. Available for purchase from Random House.
- **The New Country Index - Volume II** (2011): includes 82 country profiles not found in Volume I. Available for purchase from IERF.
- **Index of Secondary Credentials** (2010): identifies the secondary credentials of nearly 200 countries as well as provides samples of academic records\*.
- **Index of Academic Calendars and Dates** (2015): identifies the academic calendars of nearly 100 countries, as well as how to convert different calendar systems\*.
- **Index of Languages** (2017): identifies the primary languages of instruction for over 200 countries, at both the secondary and postsecondary levels\*.

If you are an institution seeking credentials evaluation advice or assistance, please contact us at [institutions@ierf.org](mailto:institutions@ierf.org).

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