

Translation of Certificate of Completion from Mexico

Evaluation by (name) _____ on (date) _____

Job Title _____ District/Agency _____

Nombre del Alumno (Student's Name)			
First Name	Middle Name	Father's Surname	Mother's Surname
Confirmation of Student Name via CURP Number on the Record			
4th Letter of CURP	Date of Birth (First 6 numerals of CURP)	First 2 Letters of CURP	Third Letter of CURP

Evaluated: Folio No. _____ (unique to this document)

Level of education reported:

- _____ Educación **Primaria** (grades K-6)
- _____ Educación **Secundaria** (grades 7-9)
 - _____ Primer/Primero Grado (7th grade)
 - _____ Primer Semester
 - _____ Segundo Semester
 - _____ Segundo Grado (8th grade)
 - _____ Tercer Semester
 - _____ Cuarto Semester
 - _____ Tercer Grado (9th grade)
 - _____ Quinto Semester
 - _____ Sexto Semester
- _____ **Preparatoria ("Prepa") or Bachillerato** (grades 10-12+)
 - _____ Primer/Primero Grado (10th grade)
 - _____ Primer Semester
 - _____ Segundo Semester
 - _____ Segundo Grado (11th grade)
 - _____ Tercer Semester
 - _____ Cuarto Semester
 - _____ Tercer Grado (12th grade)
 - _____ Quinto Semester
 - _____ Sexto Semester
- _____ **Universidad** (college level work) (Colegio = school)

Time period reported: _____ to _____

Type of school attended:

- _____ Telesecundaria (TV based presentation of learning content)
- _____ CONAFE (elementary school follows migrant workers w/i Mexico)
- _____ CEBA, INEA or MC (Grade K-9 credit by exam for working adults)
- _____ CBTF, CBTIS, CEDEX, CETAC, CETIS, CETMAR, CTBTA (bachillerato education at a center with unusual expertise in preparation for specific careers)
- _____ Not stated (typical school year in a classroom setting)

Grade Conversion Chart for Mexican to U.S. Grades

(Adapted from document of same title distributed May 2009
by Binational Migrant Education Program, Texas State Univ,-San Marcos)

Grade Averaged Over Course and Reported by School in Mexico (total course = 5 grading periods)	U.S. Grade in Percent	Translation to Letter Grade by Agreement of U.S. Migrant Education Program and Mexican Gov't.		Grade Averaged Over Course and Reported by School in Mexico (total course = 5 grading periods)	U.S. Grade in Percent	Translation to Letter Grade by Agreement of U.S. Migrant Education Program and Mexican Gov't.
10.0	100%	A+		6.9	78%	D
9.9	100%	A		6.8	77%	
9.8	99%			6.7	76%	
9.7	98%			6.6	75%	
9.6	98%			6.5	75%	
9.5	97%			6.4	74%	
9.4	96%			6.3	73%	
9.3	95%			6.2	72%	
9.2	95%			6.1	71%	
9.1	94%			6.0	70%	
9.0	93%			5.9	69%	F (see Reminder Below)
8.9	92%	B		5.8	69%	
8.8	92%			5.7	68%	
8.7	91%			5.6	67%	
8.6	90%			5.5	67%	
8.5	89%			5.4	66%	
8.4	89%			5.3	65%	
8.3	88%			5.2	64%	
8.2	87%			5.1	64%	
8.1	87%			5.0	63%	
8.0	86%			4.9	62%	
7.9	85%	C	REMINDER: If a failing score is reported for a course, ask the student if they passed the course later in an Extraordinary Examination. If yes, request a Report of Extraordinary Examination. Award the grade reported on that form.			
7.8	84%					
7.7	84%					
7.6	83%					
7.5	82%					
7.4	81%					
7.3	81%					
7.2	80%					
7.1	79%					
7.0	78%					

Office of Secondary Education for Migrant Youth (SEMY)

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Workshop "Interpret an Academic Record from Mexico" is offered to Washington Migrant Education Program funded districts without charge by the Office of Secondary Education for Migrant Youth. Participants receive a desk reference manual.

Call (509) 836-7500. Grade Conversion Chart is also offered at www.semy.org