



## Explaining UK and International Qualifications to Employers

No matter where you are applying from, it can be useful to provide supplementary information about your academic results and make it clearer what you have achieved:

- State the name of your qualification with reference to the country's education system. Include the date obtained and level of qualification; for example, secondary school or university.
- For a comparison of school level international qualifications to UK equivalents, consult the UCAS guide on 'International Qualifications':  
<https://wwwucas.com/sites/default/files/2015-international-qualifications.pdf>
- List grades as a percentage, if full marks were out of 100.
- If grades were marked on a scale, indicate which way the scale runs. For example, 'achieved the highest grade of 1, on a scale of 1-5'.
- Mention any academic prizes and whether a ranking among other students was given; for instance, 'within the top 5% of year group'.

## Explaining international qualifications in the UK

Many large employers will be familiar with international qualifications. For instance, KPMG lists qualification equivalencies on its website from school to degree level which help gauge the UK equivalence: <https://www.kpmgcareers.co.uk/graduates/how-to-apply/international-students> For some employers, however, it may be advisable to provide supplementary information about your academic results.

For professions such as law and medicine you should check with the appropriate UK professional body to determine whether your international qualification is considered valid in the UK.

### UCAS Tariff Points

Many UK application forms ask for UCAS Tariff points. You calculate this figure from your UK school-leaving qualifications. If your school-leaving stage qualifications were taken elsewhere and you are asked about UCAS Tariff points you should contact the employer. There is no official resource which calculates international qualifications into UCAS Tariff points.

### UK National Academic Recognition Information Centre (UK NARIC)

UK NARIC is the UK body responsible for providing comparability of worldwide qualifications. Some employers may request an official translation or written assessment of your international qualification. This can be obtained from UK NARIC for a fee: <https://www.naric.org.uk/naric/> UK NARIC cannot convert grades for international qualifications into UCAS Tariff Points.

## Explaining UK qualifications internationally

The recruitment and selection process outside the UK varies between countries. GoInGlobal is a useful resource for finding out about the processes in different countries. This resource can be accessed via the Career Resources channel on MyEd.



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## Describing the University of Edinburgh

To give employers an idea of the status and quality of the University of Edinburgh you could state we are:

- Ranked 19th in the 2016/17 QS World University Rankings (QS World University Rankings 2016/17, September 2016: <https://www.topuniversities.com/university-rankings/world-university-rankings/2016>)
- Ranked 27<sup>th</sup> in the Times Higher Education World University Rankings 2016-17 (Times Higher Education: World University Ranking 2016-2017, September 2016: [https://www.timeshighereducation.com/world-university-rankings/2017/world-ranking#!/page/0/length/25/sort\\_by/rank/sort\\_order/asc/cols/stats](https://www.timeshighereducation.com/world-university-rankings/2017/world-ranking#!/page/0/length/25/sort_by/rank/sort_order/asc/cols/stats))
- A member of The Russell Group, a group of universities which share a committed focus on research and academic achievement: <http://russellgroup.ac.uk/about/our-universities/>

## Grade Point Averages

A Grade Point Average (GPA) System is used in some countries outside the UK, in particular in the USA and Canada. GPAs consist of one cumulative number representing all marks attained from studies. The Fulbright Commission provides an approximate guide for converting between the US and UK grading systems: <http://www.fulbright.org.uk/pre-departure/academics/marks>

April 2017