Grading System

Responsible Authority:	Office the Registrar – Academic Records
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PURPOSE
To document the grading policies and processes at the College.

SCOPE
All students.

POLICY

1. Grading System
Only final letter grades will be reported on student records. The grade columns in section 1.1 and section 1.2 contain the grades that are reported on student records. Grades may or may not have a GPA value.

1.1. Grades with a GPA calculation
Grade point values and percentage scores in courses will be related to one another as shown below. This applies only to credit level courses.

Percentage: 90-100; Grade: A+; Grade Point Value: 4.0; Comments: Consistently exceeds course requirements and has a superior grasp of course outcomes.
Percentage: 86-89; Grade: A; Grade Point Value: 4.0; Comments: Consistently exceeds course requirements and has a superior grasp of course outcomes.
Percentage: 80-85; Grade: A-; Grade Point Value: 3.7; Comments: Consistently exceeds course requirements and has a superior grasp of course outcomes.
Percentage: 77-79; Grade: B+; Grade Point Value: 3.3; Comments: Consistent performance of course requirements and has a strong grasp of course outcomes.
Percentage: 73-76; Grade: B; Grade Point Value: 3.0; Comments: Consistent performance of course requirements and has a strong grasp of course outcomes.
Percentage: 70-72; Grade: B-; Grade Point Value: 2.7; Comments: Consistent performance of course requirements and has a strong grasp of course outcomes.
Percentage: 67-69; Grade: C+; Grade Point Value: 2.3; Comments: Satisfactory performance of course requirements and grasp of course outcomes.
Percentage: 63-66; Grade: C; Grade Point Value: 2.0; Comments: Satisfactory performance of course requirements and grasp of course outcomes.
Percentage: 60-62; Grade: C-; Grade Point Value: 1.7; Comments: Satisfactory performance of course requirements and grasp of course outcomes.
Percentage: 57-59; Grade: D+; Grade Point Value: 1.3; Comments: Inconsistent performance of course requirements and has a weak grasp of course outcomes.
Percentage: 50-56; Grade: D; Grade Point Value: 1.0; Comments: Inconsistent performance of course requirements and has a weak grasp of course outcomes.
Percentage: 0-49; Grade: F; Grade Point Value: 0.0; Comments: Failure to meet course minimal requirements.

1.2. Grades without GPA Value

AEG: Pass by Aegrotat

- Granted to students when no possibility exists for completing their course as a result of
- extenuating circumstances and their performance was otherwise more than satisfactory.
- Represents the minimum passing grade and is granted only when an Incomplete (INC) or Standing Deferred (SD) cannot be assigned.
- This is granted by the Office of the Registrar upon recommendation of the Dean.
- An AEG grade cannot be appealed.

AS: Advanced Standing

- Credits granted upon admission that enable direct entry to the second semester or higher of a program.
- A grade of AS is awarded to each course for which advanced standing is granted.
- This is based on previous academic work from another accredited post-secondary institution.
- Please see Admissions and Transfer Credit policy.

AUD: Course Audited

- Granted when a student formally elects to waive a credit, by choosing not to be evaluated.
- Permission from the course Chair is required for registration with audit status, before the last day to add a course. Class size restrictions, space constraints, possible legal restrictions, and safety factors must be considered before permission is granted.
- Once granted a student cannot revert to receiving credit for a course.

ATT: Attended

- Used to denote attendance in a semester where the course is taken over multiple terms.

EX: Exempted

- Credit granted for a course where comparable or equivalent course outcomes have been achieved at another post-secondary institution.
- Grade recorded when a transfer credit is granted.

GNR: Grade Not Reported

- Used for courses for which no mark had been submitted to the Registrar by the academic department at the time of transcript or grade report production.
- A GNR entry on the student transcript does not have any credit hours and is not applied as part of the GPA calculation.

INC: Incomplete

- Temporary grade assigned when course requirements cannot be completed by the course end date, due to extenuating circumstances.
- A time extension of up to 60 days from the course end date may be granted by the academic department.
- Unless amended (due to submission of a late assignment or completion of a deferred exam), an INC grade is automatically converted to an "F" or "NP" 60 days after the course end date.

P or NP: Pass or Not Pass
- Used for courses that do not lend themselves to evaluation by the letter grades of "A" to "F".
- Is used to indicate whether course outcomes have been achieved.

CM: Complete
- Used for courses or workshops that do not lend themselves to evaluation.

SD: Standing Deferred
- Temporary grade assigned when course requirements cannot be completed by the course end date due to extenuating circumstances.
- This is granted when a time extension beyond 60 days is required.
- The course requirements shall be completed within one year of the course end date.
- Permission must be granted by the academic Chair.
- Unless amended, all SD grades are automatically converted to an "F" or "NP" after one year from the course end date.

S: Supplemental Privilege
- Supplemental Privilege can be granted by the academic chair or designate on an individual basis to students who have failed a course after attending the entire course and attempting the final examination.
- The prescribed examination or assignment must be completed within 60 days of the official termination of the course. Supplemental examination or assignments are not permitted if the student has achieved the minimum passing grade, as defined by the program, for the course.
- A full-time student may be allowed supplemental privileges in only two courses in a five course semester. A student with more than two failures that could be redeemed through supplemental assignments or examinations must retake remaining failed courses.
- The maximum grade attainable after being granted Supplemental Privilege is the minimum passing grade for the course.

W: Withdrawn
- Granted by the Office of the Registrar when a student is withdrawn from a course after the academic penalty deadline to withdraw.

2. Grade Point Average

The points (or quality points) earned for a course are achieved by multiplying the grade point value of the letter grade "A" through "F" only, (see section 1.1) by the number of credits (or credit hours) in the course. A grade point average (GPA) is the sum of the points (or quality points) for all courses divided by the sum of the credits (or credit hours). Grades without a GPA value are not included in the GPA calculations.

To calculate the points (quality points):

Multiply the GPA value of the letter grade by the credits (credit hours). See section 1.1 for GPA values.

Using GSSC 1048 below as an example, the grade achieved is an A with GPA value of 4.0 and credit (credit hours) of 3.0.

"3.0 × 4.0 = 12.0"

To calculate the term or cumulative GPA:

All credits (credit hours) are added together, and all the quality points are added together, then the points (quality points) are divided by the credits (credit hours)
For example, see STU-VIEW view below.

$$\frac{40.4 \text{ (total points)}}{14 \text{ (total credits)}} = 2.89 \text{ (GPA)}$$

Course List:

- COMM 1007; Level: CR; Grade: EX; Credit Hours: 0.000; Quality Points: 0.00
- COMP 1082; Level: CR; Grade: P; Credit Hours: 0.000; Quality Points: 0.00
- GSSC 1048; Level: CR; Grade: A; Credit Hours: 3.000; Quality Points: 12.00
- HOST 1033; Level: CR; Grade: A-; Credit Hours: 2.000; Quality Points: 7.40
- HOST 1096; Level: CR; Grade: A; Credit Hours: 3.000; Quality Points: 12.00
- HOST 1097; Level: CR; Grade: D; Credit Hours: 3.000; Quality Points: 3.00
- MATH 1102; Level: CR; Grade: F; Credit Hours: 3.000; Quality Points: 0.00

2.1. Not all courses with a letter grade, from "A" to "F", may be used in the GPA calculations. For example, if a course has a failing grade and the course is successfully repeated, then the original grade will be excluded from GPA calculations. An indicator of 'I' will appear if a course is included in GPA calculations and an indicator of 'E' will be used if a course is excluded from GPA calculations.

2.1.1. Decimal Placing
Grade point averages are computed to three decimal places, rounded off and expressed to two decimal places.

2.1.2. Term Grade Point Average
Term GPA is based on the courses taken in a single term of post-secondary study. At the end of each term a grade point average will be calculated (as described above).

2.1.3. Semester Grade Point Average
The semester GPA is calculated using all courses that are successfully completed based on the curriculum or pathway requirements for a specific program. See Online Academic Progress Report (CAPP).

2.1.4. Program Grade Point Average
The program GPA is calculated using all courses that are successfully completed based on the curriculum or pathway requirements for a specific program. Program GPA is used to determine if the minimum GPA requirements have been met for graduation eligibility and honours designation. Please see policy on Graduation.

2.1.5. Cumulative Grade Point Average

The cumulative GPA is calculated using all credit level courses taken at George Brown College

2.2. Honours

A GPA of 3.5 or higher for diploma and certificate programs or 3.7 or higher for degree programs is used to determine graduation with honours (Program GPA). Non-credit courses and courses graded as Pass/Not Pass are excluded from GPA calculations.

2.2.1. Dean's Recognition Eligibility

A Dean's recognition letter is sent once each term. To be eligible for the Dean's Letter, students must:

- Be enrolled in the term full-time in a post-secondary certificate, diploma, graduate certificate, or degree program
- Have a Term GPA of 3.5 or higher for certificate, diploma, or graduate certificate programs OR a Term GPA of 3.7 or higher for degree programs
- Completed and passed all courses in the term

Non-credit courses and courses graded as a Pass/Not Pass are excluded from GPA calculations. S118 collaborative nursing students are not eligible for the Dean's List as their grades are reported through Toronto Metropolitan University.