



Grading System Policy

POLICY CATEGORY: ACADEMIC

POLICY NUMBER:

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POLICY APPROVER: Board of Governors

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1. Purpose

The purpose of this policy is to document the grading system and processes at George Brown Polytechnic.

2. Scope

This policy applies to all programs, courses, and students at George Brown Polytechnic.

3. Record of Grades

- 3.1. Only final letter grades will be reported on a student's record.
- 3.2. Grades with a grade point average value and grades without a grade point average will be reported on a student's record.

4. Grade Point Average (GPA)

- 4.1. 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, (as listed in the Grades with a Grade Point Average Value section) 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.
- 4.2. 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.
- 4.3. Grade point averages are computed to three decimal places, rounded off and expressed to two decimal places.
- 4.4. Term Grade Point Average
 - 4.4.1. A Term grade point average 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.
- 4.5. Semester Grade Point Average
 - 4.5.1. The Semester grade point average is calculated using all courses that are successfully completed based on the curriculum or pathway requirements for a specific program as listed within a semester.
- 4.6. Program Grade Point Average
 - 4.6.1. A Program grade point average is calculated using all courses that are successfully completed based on the curriculum or pathway requirements for a specific program.
 - 4.6.2. The Program grade point average is used to determine if the minimum grade point average requirements have been met for graduation eligibility and honours designation.
- 4.7. Cumulative Grade Point Average
 - 4.7.1. A Cumulative grade point average is calculated using all credit level courses taken at George Brown.

5. Grades with a Grade Point Average Value

- 5.1. 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.

6. Grades Without Grade Point Average 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.

AUD: Course Audited

- Granted when a student formally elects to waive a credit, by choosing not to be evaluated.
- Permission from the course's Associate Dean 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 term where the course is taken over multiple terms (yearlong course).

EX: Exemption Granted (Transfer Credit)

- 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.

EXM: Exemption Granted

- Credit granted for a course on the completion of a body of academic work or prior experience that does not align with a specific course as outlined in the Transfer Credit exemption.

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 grade point average calculations.

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 calendar days from the course end date may be granted by the Associate Dean.
- 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 calendar 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 calendar days is required.
- The course requirements shall be completed within one calendar year of the course end date.
- Permission must be granted by the Associate Dean.
- Unless amended, all SD grades are automatically converted to an “F” or “NP” after one year from the course end date.

W: Withdrawn

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

7. Honours

7.1. A student will graduate with honours if their Program grade point average is:

7.1.1. 3.5 or higher for certificate and diploma programs, or

7.1.2. 3.7 or higher for degree programs.

8. Dean’s Recognition Eligibility

8.1. A Dean’s recognition letter is sent once each term. To be eligible for this designation, students must:

- Be enrolled in the term full-time in a post-secondary program
- Achieved a specific Term Grade Point Average
 - For Certificate and Diploma programs, have a Term GPA of 3.5 or higher.
 - For Degree programs, have a Term GPA of 3.7 or higher.
- Completed and passed all courses in the term.

8.2. Collaborative Nursing students (program S118) are not eligible for the Dean’s List as their grades are reported through Toronto Metropolitan University.