

Calculation of Grade Point Average

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1.0 Purpose

This protocol describes how the Grade Point Average is calculated.

2.0 Scope

This procedure applies to non-award, undergraduate and postgraduate coursework and higher degree research programs.

3.0 Local protocols

3.1 Grade Point Average (GPA)

The GPA is a summary statistic that represents the average performance of a student over a defined period of time (e.g. Trimester, Program or Academic Career).

After the publication of final grades each trimester, a Program and Career GPA are calculated for each student. Students who commenced their studies prior to Semester 1, 2015 only have a Career GPA reported.

The GPA is used by Griffith University to inform decisions, including the following:

- academic progression;
- admission to advanced studies (e.g. Honours);
- eligibility for prizes, University Medal, Award for Academic Excellence, and scholarships; and
- accreditation and quality assurance.

3.2 Calculating the GPA

A GPA is the weighted average for all course grades and is calculated across a defined period of study.

The weighted average reflects the relative contribution made by all courses to a program of study based on their credit value.

3.3 Formula

The GPA is calculated in two steps, as follows:

- multiply the grade awarded for each course by the credit value for each course; and
- divide that aggregate score by the total number of credits for all courses completed in the defined period of study.

The GPA formula is as follows:

$$\text{GPA} = \frac{\text{The sum of } G \times P}{P}$$

where G = grade in each course
where P = credit point of each course

Courses that have been awarded a non-graded pass (NGP) are not included in the calculation of GPA.

Courses that have been awarded a transfer of credit (grade T = Transfer Credit) are not included in the calculation of GPA. The numeric grading scheme used for the purpose of calculating the GPA are as follows:

GRADING SCHEME

7	High Distinction
6	Distinction
5	Credit
4	Pass
3	Fail
2	Fail
1	Fail
0	Fail no submission of assessment (FNS)
0	Withdrawn with failure (WF)

3.4 Reporting the GPA

3.4.1 Rounding

For the purposes of reporting the GPA on the Academic Transcript, the final weighted average will be rounded to two decimal places.

For example, a cumulative GPA score of 6.43478 will be rounded to 6.44 and a cumulative GPA score of 6.43442 will be rounded to 6.43.

3.4.2 Methods of Reporting the GPA

The GPA may be reported as follows:

Trimester GPA Summation over all courses with grades in a trimester

Career GPA Summation over all attempts at all courses over all trimesters while the student has been enrolled at a particular career level (undergraduate or postgraduate). This summation is cumulative across programs if the student transfers between programs. The summation is cumulative when a student graduates from a program, and subsequently enrolls in another program.

Program GPA	Summation over all attempts at all courses over all trimesters while the student has been enrolled in the particular program.
Special GPA	GPA calculated for a particular purpose by including only certain courses and/or certain attempts at courses in the calculation.

3.4 Sample GPA Calculation

SAMPLE GPA CALCULATION

	Credit points	Grade	Grade x Credit points
Trimester 1			
Course A	10	7	70
Course B	10	5	50
Course C	40	5	200
Course D	20	4	80
Trimester totals	80		400
Trimester GPA = $400/80 = 5.00$			
Trimester 2			
Course E	10	1	10
Course F	10	0	0
Course D	10	6	60
Trimester 2 totals	30		70
Trimester GPA = $70/30 = 2.33$			
Career GPA = $(400 + 70) / (80 + 30) = 470/110 = 4.181818 = 4.27$			

4.0 Definitions

Academic Career: Refers to the broad academic level to which a program belongs. There are four academic careers, Undergraduate (UGRD), Postgraduate (PGRD), Research (RSCH) and Non-Award (NAWD).

Program: A program is an approved course of study leading to an award of the University. A student is admitted to a program, and on successful completion of all program requirements is awarded the degree to which the program relates.

Trimesters and Teaching Periods: The standard academic year is comprised of two standard trimesters, Trimester 1 and Trimester 2 as designated in the University's Academic Calendar. Other

teaching periods may be designated in the academic calendar and may be used for the offering of certain courses.

5.0 Information

Title	Grade Point Average Protocol
Document number	2023/0000382
Purpose	This protocol describes how the Grade Point Average is calculated.
Audience	Staff
Category	Academic
Subcategory	Student Services
Approval date	21 July 2023
Effective date	Trimester 2 2023
Review date	2025
Policy advisor	Director, Student Business Services
Approving authority	Registrar

6.0 Related Policy Documents and Supporting Documents

Legislation	N/A
Policy	Academic Progress Procedure Academic Records Procedure University and Chancellor's Medal Procedure
Procedure	N/A
Local protocol	N/A
Form	N/A