

GRADING

This procedure is governed by its parent policy. Questions regarding this procedure are to be directed to the identified Procedure Administrator.

Category:	D. Student and Academic
Parent Policy:	D19
Approval Date:	October 15, 2020
Effective Date:	October 15, 2020
Procedure Owner:	AVP Students and Registrar

Overview:																																					
Procedures:	<p>Student Achievement Levels The relative quality of student academic achievement is recorded as follows:</p> <p>Grade Conversion Chart</p> <table border="1"> <thead> <tr> <th>Letter Grade</th> <th>Percent Range</th> <th>Grade Point Value</th> </tr> </thead> <tbody> <tr> <td>A</td> <td>92 - 100</td> <td>4.0</td> </tr> <tr> <td>A-</td> <td>87 - 91</td> <td>3.7</td> </tr> <tr> <td>B+</td> <td>82 - 86</td> <td>3.3</td> </tr> <tr> <td>B</td> <td>77 - 81</td> <td>3.0</td> </tr> <tr> <td>B-</td> <td>72 - 76</td> <td>2.7</td> </tr> <tr> <td>C+</td> <td>67 - 71</td> <td>2.3</td> </tr> <tr> <td>C</td> <td>62 - 66</td> <td>2.0</td> </tr> <tr> <td>C-</td> <td>58 - 61</td> <td>1.7</td> </tr> <tr> <td>D+</td> <td>54 - 57</td> <td>1.3</td> </tr> <tr> <td>D</td> <td>50 - 53</td> <td>1.0</td> </tr> <tr> <td>F</td> <td>Below 50</td> <td>0.0</td> </tr> </tbody> </table> <p>Passing Grade A letter grade of D or higher, or P is required to pass a course. A passing grade will result in credit being granted for the course. Grades of D or higher will be included in the calculation of grade point averages. A grade of P will not be</p>	Letter Grade	Percent Range	Grade Point Value	A	92 - 100	4.0	A-	87 - 91	3.7	B+	82 - 86	3.3	B	77 - 81	3.0	B-	72 - 76	2.7	C+	67 - 71	2.3	C	62 - 66	2.0	C-	58 - 61	1.7	D+	54 - 57	1.3	D	50 - 53	1.0	F	Below 50	0.0
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included in the calculation of grade point averages.

Fail (F)

A grade of F is awarded if a final grade of below 50% is achieved in a course or for course withdrawals after the withdrawal deadline. Fail will result in credit not being granted for the course but will be included in the calculation of grade point averages.

Audit (AU)

A grade of AU is awarded if a course is audited. Full tuition and mandatory fees will be charged and students will attend the course and take part in course activities, but are not evaluated in any way. Audit will result in credit not being granted for the course and will not be included in the calculation of grade point averages.

Withdrawal (W)

A grade of W is indicated when a student withdraws from a course by the withdrawal deadline. Withdrawal will result in credit not being granted for the course and will not be included in the calculation of grade point averages.

Transfer Credit (TR)

A grade of TR is awarded upon receipt of Transfer Credit. Transfer credit will result in credit being granted for the course but will not be included in the calculation of grade point averages.

Prior Learning Assessment Recognition (PLA)

A grade of PLA is awarded upon a successful application for Prior Learning Assessment and Recognition (PLAR). PLAR will result in credit being granted for the course but will not be included in the calculation of grade point averages

Multi Term (MT)

A grade of MT will be used when a course continues over more than one term and awarded for each term that the course is not yet complete. Multi term will result in credit not being granted for the course and will not be included in the calculation of grade point averages

Incomplete (I)

An incomplete grade (I) indicates some required course work was not completed in the prescribed time period due to extenuating circumstances (critical personal or family illness, religious observance or other serious circumstances beyond the control of the student) and that there is still a possibility of earning credit. It is the student's responsibility to discuss the situation with and receive approval from the instructor. The incomplete grade must be submitted with final grades at the designated time period. The instructor must develop a plan to satisfy the remaining course requirements with a due date no longer than two months after the last day of the course and inform the Registrar's Office. An incomplete grade will change to an 'F', or other pre-assigned grade, if the required work is not completed within the time period or, if no date is specified, two months following

the last day of the course. Under extraordinary circumstances, the Dean may grant a second extension up to 12 months following the last day of the course and inform the Registrar's Office in writing.

Aegrotat (ae)

Under special circumstances an aegrotat (ae) grade may be awarded. This grade is awarded when a student, in the opinion of the instructor with approval of the Dean, would have successfully passed the course but was prevented from completing the final exam or project by a serious and protracted illness/injury. The aegrotat will only be awarded in the most serious circumstances where no other alternative is available. The aegrotat will result in credit being granted for the course; however, it will not be included in the calculation of grade point averages.

Credit Received (CR) or No Credit Received - Fail (NCF)

In response to the disruption caused by the global COVID-19 pandemic, Olds College adopted an optional Credit/No Credit-Fail grading system for any impacted term. Students who chose a CR grade met the requirements of the course, whereas students with NCF did not. Neither CR or NCF grades are used in GPA calculations.

Grade Point Average (GPA)

GPA is the standard average measure of performance used to determine, but not limited to, academic standing, eligibility for awards, eligibility for athlete participation, honours and distinction status and graduation. GPA is based on a 4.00 system and is computed and displayed to two decimal places. Different GPA's that may be calculated.

- Cumulative GPA = Combined GPA of all courses
- Term GPA = Combined GPA of all courses for a term
- Program GPA = Combined GPA of the courses required for graduation and is calculated when the program requirements have been met

Repeat Courses

The original grade and the repeat grade will be recorded within the terms the course was originally taken and then repeated. Calculation for the purpose of graduation includes only the higher grade (indicated by Include 'I' on the student transcript) and does not include the lower grade (indicated by Exclude 'E' on the student transcript).

Change of Grade

Within two months of the grade submission deadline, a grade change can be made on the recommendation of an instructor, Dean approval. Evidence must be provided that substantiates a calculation error or new information is provided that was unavailable at the time the grade was submitted.

Definitions:	
Related Information:	<ul style="list-style-type: none"> ● D20 Graduation and Convocation ● D33 Assessment ● D13 Recognition of Prior Learning ● Grade Change Form
Review Period:	5 years
Revision History:	<p>December 7, 2016</p> <p>October 15, 2020 - Revision</p>