

# Grade Point Average (GPA) Calculation Guideline

## Section 1 - Introduction

(1) A grade point average is the sum of the unit value for each course multiplied by the numerical value of the grades, divided by the sum of the unit values for all grades.

## Section 2 - Audience

(2) University staff and students.

## Section 3 - Guidelines

(3) The GPA may be calculated either as a:

- a. Cumulative GPA, calculated over all units undertaken within the program;
- b. GPA calculated over a specified number of units or all units at or above a specified level; or
- c. GPA calculated over an approved major.

(4) The GPA can be expressed mathematically as:

$$\text{GPA} = \frac{\sum(\text{unit value} \times \text{grade})}{\sum \text{unit value}}$$

(5) This calculation results in a number (GPA) between 0 and 7, and is usually taken to one decimal place.

Grade	HD	D	C	P	UP*	FF
Numerical value	7	6	5	4	4	0

(6) The determination of units to be included in the calculation of the GPA is as follows:

- a. Where all units have been completed at the University of Newcastle and within the same program, all units will be included in the GPA calculation;
- b. Where all units have been completed at the University of Newcastle but across different programs, all units that have contributed to the relevant degree being awarded will be included in the GPA calculation (including credit);
- c. Where a student has received credit from an external institution (including cross-institutional study) only those units completed at the University of Newcastle will be included in the GPA calculation;

- d. Where a student has completed more than the maximum units, only the approved units will be counted towards the GPA calculation;
- e. The GPA calculation for a:
  - i. 240 unit program will use only 240 units of courses where the student has received a pass (or greater) plus all fail grades.
  - ii. 320 unit program will use only 320 units of courses where the student has received a pass grade (or greater) plus all fail grades.

(7) Courses completed extraneously cannot be counted within the GPA calculation. Students who have successfully completed a course will not be permitted to undertake the same course again (see definition for extraneous enrolment in a course);

(8) Where through an administrative error a student has passed the same course twice, the grade of the first completion, not the highest mark, will be utilised in the GPA calculation; and

(9) Where a student is studying a combined degree, only those units which have contributed to the completion of each single degree will be included in the GPA calculation for each degree, subject to the conditions outlined above.

(10) \*Ungraded passes (UP) are not included in the calculation of a GPA except:

- a. Where these advantage the student, ie when the student has a GPA of less than 4. In this instance the GPA is recalculated including the value of the ungraded pass(es); or
- b. When more than 50% of the grades presented are ungraded passes. In this instance, the GPA would be calculated with the ungraded pass included in the calculation.

(11) The GPA will be calculated to one decimal place, that is, a second decimal place of X1-X4 will be rounded down, a second decimal place of X5-X9 will be rounded up. There is a [GPA calculator](#) available on the University website.

(12) Example below:

		A	x	B	=	C
Course	Grade	Numerical value of Grade	x	Number of units	=	Total
AHIS2000	HD	7	x	10	=	70
ECON4000	C	5	x	40	=	200
ENGL2200	F	0	x	10	=	0
ENGL2200	P	4	x	10	=	40
STAT3070	D	6	x	20	=	120
EDUC2100	UP	excl		(10) excl		
TOTALS				90		430

$$\text{GPA} = \text{total of C} / \text{total of B}$$

$$= 430/90$$

= 4.8 (rounded up from 4.78)

(13) The calculation of GPAs from qualifications awarded by another institution will be based on the transcripts provided. The calculation of GPAs on a scale other than the 7-point scale will be calculated based on the table in [GPA Conversion Chart](#).

## Section 4 - Appendices

(14) [GPA Calculation Tool \(Excel\)](#)

(15) [GPA Conversion Chart](#)

## Status and Details

<b>Status</b>	Historic
<b>Effective Date</b>	9th November 2015
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<b>Responsible Executive</b>	Mark Hoffman Deputy Vice-Chancellor (Academic) and Vice President
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## Glossary Terms and Definitions

**"University"** - The University of Newcastle, a body corporate established under sections 4 and 5 of the University of Newcastle Act 1989.

**"Course"** - When referring to a course offered by the University, a course is a set of learning activities or learning opportunities with defined, assessed and recorded learning outcomes. A course will be identified by an alphanumeric course code and course title. Course types include core courses, compulsory courses, directed courses, capstone courses and electives. For all other uses of this term, the generic definition applies.

**"Credit"** - When referring to course credit, credit is the recognition of equivalence in content and learning outcomes between different types of learning and/or qualifications. Credit can reduce the amount of learning required to achieve a qualification. For all other uses of this term, the generic definition applies.

**"Cumulative GPA"** - The Grade Point Average calculated over all units undertaken within the program as per the Grade Point Average (GPA) Calculation Guideline.

**"Student"** - A person formally enrolled in a course or active in a program offered by the University or affiliated entity.

**"Extraneous enrolment"** - In a course, means a student has: a) enrolled in a course which is not required for their program; or b) already successfully completed the course and been awarded a pass mark, or greater; or c) enrolled in a course, and that enrolment will result in the student completing units in excess of that required for their program.

**"GPA"** - The Grade Point Average calculated over a set of courses or specified number of courses at a particular level as per the Grade Point Average (GPA) Calculation Guideline.

**"Program"** - When referring to learning, a program is a sequence of approved learning, usually leading to an Award. For all other uses of this term, the generic definition applies.

**"Staff"** - Means a person who was at the relevant time employed by the University and includes professional and academic staff of the University, by contract or ongoing, as well as conjoint staff but does not include visitors to the University.

**"Unit value"** - The unit value for the course: 5,10, 15, 20, 25, 30, 35, 40, 50, 60, 70 or 80 units.