



CALCULATION OF GRADE POINT AVERAGE

Purpose

This policy provides guidance on the calculation of the Grade Point Average (GPA) for courses at AIB.

Scope

This policy applies to all AIB Higher Education courses where a GPA is assigned.

Definitions

Unless otherwise defined in this document, all capitalised terms are defined in the [glossary](#).

1. Grade Point Average

Each subject completed by a student at Australian Institute of Business will receive a grade. A Grade Point Average (GPA) is the average of all grades for a course of study.

The GPA is calculated on a 7-point grading scale where 7 is the highest grade point and 0 is the lowest grade point.

Each grade has a designated grade point as follows -

Grade	Notation	Marks	Grade Point
High Distinction	HD	85+	7
Distinction	D	75-84	6
Credit	C	65-74	5
Pass Level 1	P1	55-64	4.5
Pass Level 2	P2	50-54	4
Fail	F	Below 49	0
Withdraw Fail/Did Not Sit or Submit	WF/DNS	Not applicable	0

Grades not included in the GPA calculation are: exemptions awarded for Credit or Recognition of Prior Learning (E), Withdraw Not Fail (WNF) and MC (Medical/Compassionate).

The grade Non-Graded Pass (NGP) is not included in the GPA calculation where the GPA is 4 or over; NGP is included in the GPA calculation (with a Grade Point of 4) where the GPA is less than 4.

2. Grade Point Average Calculation process

The GPA is calculated according to the following formula:

$$\text{GPA} = \frac{\text{Sum (Grade point received in a subject x subject credit points)}}{\text{Total of subject credit points}}$$

$$\text{GPA} = \frac{\text{sum (GP x CP)}}{\text{Total CP}}$$

where: GP = Grade point of result in each subject; and
CP = number of credit points each subject is worth

Steps of calculations:

- Multiply the grade point of each subject with the subject credit points. Sum the resulting values.
- Sum the subject credit points.
- Divide the sum calculated in (a) by the sum of credit points calculated in (b).

Example calculation

Subject	Grade	Grade Point	Credit Points	Sum (GP x CP)
Subject 1	HD	7	10	70
Subject 2	C	5	10	50
Subject 3	P2	4	10	40
Subject 4 (first attempt)	F	0	10	0
Subject 4 (second attempt)	C	5	10	50
Sum of totals			50	290

$$\text{GPA} = 290 / 50 = 5.8$$

Related Forms

Nil

Responsibility

Academic Director

Related Policies

Assessment Policy and Procedures

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