

## CALCULATION OF GRADE POINT AVERAGE (GPA)

To calculate your GPA follow this procedure:

1. Make a table of all the courses completed to date (from your transcript), and list them in columnar format on the left side of your page.
2. In an adjacent column write the credit value of these courses. You can find the credit value in the College calendar in the section where your program is listed. It will be listed as credit hours/week.
3. Next, from your transcript convert your mark in each course to a Grade Value, using the following guide.

<b>A</b> 80% and above.....4 points	<b>D</b> 50-55%.....1 point
<b>B</b> 70-75%.....3 points	<b>E/F</b> 49% and below.....0 points
<b>C</b> 60-65%.....2 points	

4. Multiply the credit value in step 2 by the grade value point in step 3. Write your total points for each course in a third column on the right of your table.
5. Add up your credit values to get your total credit values attempted. Add up your total points.
6. Your grade point average can now be calculated by dividing the total points by the total credit value attempted. The following table illustrates this exercise:

Course	Credit Value	Grade Value	Total Points
CG3400	3	2	6
FT2201	1	4	4
SU3100	4	3	12
Total Credit Value Attempted	8		22
GPA	2.75		