

GRADING POLICY, UNDERGRADUATE

- Overall final grades for courses are assigned by instructors at the end of every semester or summer session. All grades being are subject to confirmation at the Formal School Exam Boards and University Exam Board.
- Each letter grade is assigned a numerical equivalent on the following scale for **undergraduate** study:

| UNDERGRADUATE GRADING SCALE | | |
|-----------------------------|-------------|----------------------------|
| Grade | Grade Point | Brief Descriptor |
| A | 4.000 | Excellent |
| A- | 3.700 | Excellent |
| B+ | 3.300 | Good |
| B | 3.000 | Good |
| B- | 2.700 | Good |
| C+ | 2.300 | Satisfactory |
| C | 2.000 | Satisfactory |
| C- | 1.700 | Below Average |
| D+ | 1.300 | Minimal Achievement |
| D | 1.000 | Minimal Achievement |
| D- | 0.700 | Minimal Achievement |
| F | 0.000 | Fail |
| FA | 0.000 | Fail (Attendance) |
| FS | 0.000 | Fail (Non-Submission) |
| FX | 0.000 | Fail (Academic Misconduct) |

Figure 1: Undergraduate Grading Scale

- Additional grades that do not have a numerical equivalent and are not used in GPA calculations are:

| Grade | Brief Descriptor |
|-------|-------------------------------|
| AU | Audit |
| I | Incomplete |
| P | Pass (non-credit only) |
| TR | Transfer Credit |
| TRP | Transfer Credit (provisional) |
| W | Withdrawn |

Figure 2: Undergraduate Grading Scale

- Detailed grade descriptors for undergraduate study are as follows and are also reproduced in the degree programme specifications and on course syllabi.

| Descriptor | Grade | GPA | Detailed Descriptor |
|---------------------|-------|-------|---|
| Excellent | A | 4.000 | Grade A applies only to work which: <ul style="list-style-type: none"> • is of excellent to exceptional standard • demonstrates in-depth knowledge and understanding • demonstrates substantial work and original thought has been involved |
| | A- | 3.700 | |
| Good | B+ | 3.300 | Grade B applies to work which: <ul style="list-style-type: none"> • is of good to very good standard • demonstrates sound and good quality of knowledge and understanding • demonstrates good quality analysis, synthesis, evaluation and critical appraisal • indicates an increasing ability to incorporate meaning into the work and understand key theories, debates and criticisms • is well organised and structured |
| | B | 3.000 | |
| | B- | 2.700 | |
| Satisfactory | C+ | 2.300 | Grade C applies to work which: <ul style="list-style-type: none"> • is adequate although undeveloped • fulfils the requirements of the project at a foundation level in terms of its quality, analysis and expression • limited level of research and understanding of key theories and debates • is organised and presented in a satisfactory form |
| | C | 2.000 | |
| Below Average | C- | 1.700 | <ul style="list-style-type: none"> • falls below the threshold criteria • demonstrates limited knowledge and understanding • demonstrates minimal attention to quality, range, and appropriateness of research • normally passing grade at course level |
| Minimal Achievement | D+ | 1.300 | Grade D applies to work which: <ul style="list-style-type: none"> • is of a poor standard • has been produced without a proper understanding of the brief demonstrating confusion • is weak in content and shows little evidence of thought or application • relies on weak or superficial technique • incorporates insufficient research and/or inappropriate sources • is organised and presented poorly • normally passing grade at course level |
| | D | 1.000 | |
| | D- | 0.700 | |
| Fail | F | 0 | Grade F applies to work which: <ul style="list-style-type: none"> • is of very poor standard • has not been submitted or has been submitted beyond the project deadline • shows a complete lack of content, thought or application |

| | | | |
|--|--|--|--|
| | | | <ul style="list-style-type: none">• makes no or insufficient use of analysis and relevant skills• is the product of academic misconduct• does not fulfil the brief• failing grade at all levels |
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Figure 3: Undergraduate Detailed Grade Descriptors

VERSION MANAGEMENT

| Responsible Department: Registry Services | | | |
|--|--|---|----------------|
| Approving body: Academic Board | | | |
| Version no. | Key Changes | Date of approval | Date of effect |
| 001 | | 24 July 2018 | 28 August 2018 |
| 002 | Replaced grade description with new chart approved at AB | | 28 August 2019 |
| 003 | inclusion of two new grades. | | |
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| | | Restricted access? <i>Tick as appropriate</i> <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |