

CPTC Procedure: Student Grade Point Average

Each student's transcript indicates the credit hours completed and passed and grade point average (GPA). A student's GPA may be useful in assessing academic progress, in determining eligibility for specific programs, or in determining eligibility for Honors or other awards.

Cumulative Grade Point Average

The cumulative grade point average (CGPA) is calculated using all courses attempted/earned at Coastal Pines Technical College (CPTC). Learning Support courses are not calculated in the cumulative grade point average. The CGPA is an attempt to reflect the total credit instructional activity of the student. It is recalculated after each semester to include the current semester's grade(s). The CGPA is not affected by program of study, changes in program of study, or student classification.

Graduation Grade Point Average

The graduation grade point average is calculated only on those courses required for graduation. When a course is taken more than once, the highest grade will be used in calculating the grade point average for graduation. A minimum 2.0 grade point average is needed for graduation. The program GPA is used to determine eligibility for Honor recognition at graduation.

Semester Grade Point Average

The semester grade point average is calculated based on all credit courses taken each semester at CPTC.

Symbols

The symbols "I" (incomplete), "IP" (in progress), "P" (pass), "W" (withdraw), "WP" (withdraw passing), "Z" (COVID-19 withdraw), "N" or "AU" (non-credit/audit), "EXE" (credit by exam), "EXP" (credit by portfolio), "AC" or "ACA" or "ACB" or "ACC" (articulation credit), "TR" or "TRA" or "TRB", "TRC", or "TRM" (transfer credit), and "U" (unsatisfactory) do not have numerical equivalents and are not calculated in the grade-point average. The symbol "WF" (withdraw failing) has a numerical equivalent and is calculated in the grade point average.

Calculation

Students who are no-shows and students dropping a course or courses before the end of the third instructional day of the semester shall receive no grades for the applicable courses. Work ethics grades will not be included in the calculation of any GPA. Individuals who withdraw from courses after being called to military duty will not be penalized for the withdrawal with respect to calculation of their GPA.

While faculty members are free to use modifiers on grades such as plus (e.g. B+) and minus (e.g. A-) to provide students with a finer level of feedback on work submitted during the semester, the overall grade submitted as the permanent record for the course will be a letter grade only.

All grades will be assigned based upon a 4.0 grading scale. A GPA is calculated by (1) multiplying the credits for each course by the grade points associated with the grade earned, (2) totaling the points earned for all courses, and (3) dividing the total points by the total number of credits attempted.

The assigned values for the grades are A = 4, B = 3, C = 2, D = 1, and F and WF = 0. (F and WF are unacceptable credit in a course)

Class Code	Course Title	Hours Attempted	Grade	Grade Value	Quality Points
MATH 1013	Algebra Concepts	3.0	A	4	12.0
ENGL 1010	English	3.0	B	3	9.0
ACCT 1100	Financial Accounting	4.0	F	0	0
EMPL 1000	Interpersonal Relations & Professional Development	2.0	C	2	4.0
<i>For example, 25.0 Total Quality Points divided by 12.0 Hours Attempted equals a GPA of 2.08</i>					

Responsibility:

The Vice President for Student Affairs has the overall responsibility of ensuring this procedure is implemented.

Adopted: February 27, 2014

Revised: March 16, 2022