

Grade Point Average Information Sheet

What is a grade point average (GPA) and what is it used for?

A grade point average is a standardised way of calculating a higher education student's academic merit. It assists in determining academic progress of individual students at Navitas Professional Institute (NPI).

Many other higher education institutions also use the GPA as a measure of academic merit to assist with processes such as determining the eligibility of an applicant for admission into a course of study or the awarding of a scholarship.

Why did the College adopt GPA?

The GPA provides an overall view of student performance in a program and is a leading indicator of student's academic achievement at the College. It is a recognized measure of a student's performance.

How does GPA work?

The College has adopted a 7-point GPA scale:

Grade Point Average (GPA) Scale

Grade	Mark Range	Code	Grade Point
High Distinction	85-100%	HD	7
Distinction	75-84%	D	6
Credit	65-74%	C	5
Pass	50-64%	P	4
Fail	0-49%	F	1.5
Fail Incomplete		FI	1.5
Withdrawn Fail	Withdrawn after census but prior to week 8 of term	WF	0
Fail No Submission	No assessment submitted	FNS	0

The GPA is calculated by multiplying the credit points for the unit studied by the scale value of the grade received for the unit. Then the sum of all these values is divided by the sum of credit points of the units studied.

The formula is:

$$\text{GPA} = \frac{\Sigma (\text{grade value} \times \text{unit credit points})}{\Sigma \text{unit credit points}}$$

Example

Unit	Credit Points	Result	GPA scale value	Grade points
Cultural Diversity	6	HD	7	6 x 7 = 42
Ethics	6	C	5	6 x 5 = 30
Sentencing	6	P	4	6 x 4 = 24
Victimology	6	F	1.5	6 x 1.5 = 9
Totals	24			105

GPA is calculated by dividing the total grade points by the total credit points as follows:

$$105/24 = 4.375$$

The GPA is therefore 4.375.

[Will the GPA include a Fail result in the calculation?](#)

Yes, a fail result counts towards the calculation of the GPA.

[How do I find out what my GPA is?](#)

Your GPA is recorded on your Statement of Results. A Statement of Results will be presented to you upon conferral of your award at your graduation ceremony or sent to you if you are graduating in absentia. You may also apply for a Statement of Result at any time by completing and submitting the application form along with payment to the address on the form.

[What about other result codes? Are they used in the GPA?](#)

The following table outlines the result codes used at ACAP, and identifies whether they are used in the GPA calculation:

Grade	Code	Grade Point
High Distinction	HD	7
Distinction	D	6
Credit	C	5
Pass	P	4
Fail	F	1.5
Fail Incomplete	FI	1.5
Fail No Submission	FNS	0
Withdrawn Fail	WF	0
Ungraded Pass	UP	Not included in the GPA calculation
Ungraded Fail	UF	Not included in the GPA calculation
Completed		Not included in the GPA calculation
Advanced Standing		Not included in the GPA calculation

Who has access to my GPA?

Within NPI

Your GPA is recorded as part of your academic information on our secure student system. Authorised College staff, such as your course coordinator have access to your academic records.

Outside NPI

The College will only release your GPA if you authorise the College to do so on your behalf.

If I disagree with the calculation, who do I contact?

If you believe that the GPA calculated for you is not accurate please contact your course coordinator. The College will correct the GPA if there has been an error in calculation.