

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-	3.666	Excellent
B+	3.333	Good
B	3.000	Good
B-	2.666	Good
C+	2.333	Satisfactory
C	2.000	Satisfactory
C-	1.666	Below Average
D+	1.333	Minimal Achievement
D	1.000	Minimal Achievement
D-	0.666	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W	Withdrawn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: • is of excellent to exceptional standard • demonstrates in-depth knowledge and understanding • demonstrates substantial work and original thought has been involved
	A-	3.666	
Good	B+	3.333	Grade B applies to work which: • 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-	2.666	
Satisfactory	C+	2.333	Grade C applies to work which: • 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-	1.666	• 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+	1.333	Grade D applies to work which: • 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-	0.666	
Fail	F	0	Grade F applies to work which: • 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 • 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	28 August 2019
003	inclusion of two new grades.	July 2021	July 2021
004	Updated grade boundaries	May 2022	01 September 2022
005	Completed Version Management table	18 October 2022	18 October 2022
		Restricted access? <i>Tick as appropriate</i> ☐ Yes ☒ No	