

POLICY STATEMENT

Policy Name	Grading System and Student Promotion		
Policy #	1208	Category	Student Services
Policy Sponsor	Associate Vice-President, Student Services	Previous Revision Date	November 4, 2013
Policy Approved by	President & CEO	Issue or Revision Date	July 1, 2017
Procedures Approved by	Provost and Vice-President, Academic	Review Date	July 2022

See the related [PROCEDURES](#).

PURPOSE

The purpose of this policy is to explain the Saskatchewan Polytechnic grading system and the criteria related to student promotion and completion. Saskatchewan Polytechnic's grading system assesses the learning and achievement of required knowledge and skills that graduates must acquire to meet program requirements and meet the needs of business and industry. The grading system enables student achievement to be recognized formally. The Saskatchewan Polytechnic grading system is recognized both internally and externally and allows communication with external communities in a consistent, transparent and meaningful way.

POLICY

Student grades are the basis for determining promotion and progression through Saskatchewan Polytechnic programs. Saskatchewan Polytechnic uses a grading system that includes a numeric percentage mark, pass/fail or complete/incomplete for credit courses. Non-credit courses use attended, pass/fail or percentage grades.

Saskatchewan Polytechnic uses criterion-referenced assessment. The common minimum course pass grade of 50%, effective July 1, 2017, signifies that a student has met the minimum criteria for that course, as described in the learning outcomes for the course.

A Grade Point Average (GPA) above the minimum pass grade may be set for progression in a program (see policy 1202 Academic Progress). A GPA of 60% is required for graduation.

Students enrolled in 2016-17 academic year courses will be graded based on 60% passing grade.

High-school courses completed through Saskatchewan Polytechnic Basic Education use the Ministry of Education grading system. The Saskatchewan Collaborative Bachelor of Science in Nursing (SCBScN) and other collaborative programs follow a grading system approved by the University of Regina. SATCC (Saskatchewan Apprenticeship and Trade Certification Commission) courses are also excepted from this policy.

DEFINITIONS

Grade Point Average (GPA): An expression of the general quality of academic achievement. It is calculated by multiplying the numeric percentage grade earned in each course by the credit units for the course, resulting in grade points. The total grade points for all courses is then divided by the total credit units attempted, resulting in the grade point average (also called weighted average).

Only grades from credit courses completed at Saskatchewan Polytechnic are used to calculate a GPA.

Term Grade Point Average: A term GPA is a weighted grade point average for a given term of study. This term weighted average is calculated by taking the sum of the grade points received during the term and dividing by the number of credits completed in the term.

Transcript: A transcript is a certified document that provides official evidence of courses and programs that a Saskatchewan Polytechnic student has taken and the results obtained. The transcript contains a complete and accurate history of the academic path of a student while enrolled at Saskatchewan Polytechnic.

Overall or Cumulative Grade Point Average: A cumulative or overall GPA is the weighted grade point average a student earns for all credit courses completed while enrolled at Saskatchewan Polytechnic. The overall GPA is calculated by adding the grade points received during the entire period of the student's enrollment and dividing by the number of credits for those courses. Only grades from credit courses completed at Saskatchewan Polytechnic are used to calculate a GPA; transfer credit courses are not included and will not cause a previously failed course to be excluded from GPA.

RELATED POLICIES/DOCUMENTS

- 116 Recognition of Prior Learning: PLAR and Transfer Credit
- 1202 Academic Progress
- 1203 Audit Students
- 1207 Grade Appeal
- 114 Program/Course Completion Credentials
- 1211 Student Conduct
- 1206 Evaluation of Student Learning
- Grade Adjustment Form
- 1216 Student Excellence in Academic Achievement and Dean's Honour List

APPLICABLE LEGISLATION OR REGULATIONS

Not Applicable