



Task Title: College Grading Policies

OALCF Cover Sheet – Practitioner Copy

Learner Name: _____

Date Started: _____

Date Completed: _____

Successful Completion: Yes ☐ No ☐

Goal Path: Employment ☐ Apprenticeship ☐

Secondary School ☐ Post Secondary ☐ Independence ☐

Task Description: The learner will find information about grading policies on a college website.

Main Competency/Task Group/Level Indicator:

- Find and Use Information/Read continuous text/A1.2
- Communicate Ideas and Information/Complete and create documents/B3.1a
- Use Digital Technology/D.2

Materials Required:

- Pen/pencil and paper and/or digital device
- Computer with internet access

Learner Information

Colleges and universities have grading policies that are often different from those in high school. Post-secondary students should be familiar with how grades are assigned and calculated.

Go to the Seneca College Grading Policy website:

<https://www.senecapolytechnic.ca/about/policies/grading-policy.html>

Work Sheet

Task 1: Define GPA.

Task 2: Describe the differences between Cumulative GPA, Program GPA, and Graduating GPA.

Answer:

Task 3: Which letter grades and percentage grades correspond to a 4.0 Grade Point Value?

Answer:

Task 4: List the criteria for student recognition on the President's Honour List.

Answer:

Task 5: Open the “GPA Calculator” page. Calculate the GPA for a student who has completed the following courses in the Business Administration program. All courses are 3 units (one semester).

Introduction to Business Administration: A

Marketing 1: C+

Mathematics of Business and Finance: B+

Accounting 1: B+

Business Communication for the Digital Workplace: A

Answer:

Answers

Task 1: Define GPA.

Answer: Grade Point Average (GPA): Values calculated by dividing the total points earned by the total units of credits attempted. Points are calculated by multiplying the value earned by the units assigned.

Task 2: Describe the differences between Cumulative GPA, Program GPA, and Graduating GPA.

Answer:

Cumulative GPA is the GPA for all completed graded courses a student has completed during their studies.

Program GPA is the GPA of all successfully completed graded courses required for a specific program.

Graduating GPA is the GPA of all successfully completed graded courses used toward the credential requirement upon graduation.

Task 3: Which letter grades and percentage grades correspond to a 4.0 Grade Point Value?

Answer:

Both of the following correspond to a 4.0:

A+, 90% to 100%

A, 80% to 89%

Task 4: List the criteria for student recognition on the President's Honour List.

Answer: The President's Honour List is awarded to:

- Full-time students with a term GPA of 4.0

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- Students who have an accommodation approved by Accessible Learning Services for the equivalent of a full-time course load and have achieved a term GPA of 4.0
- Students in the Faculty of Continuing Education who have achieved a term GPA of 4.0, with a minimum of four courses over three consecutive terms

Task 5: Open the “GPA Calculator” page. Calculate the GPA for a student who has completed the following courses in the Business Administration program. All courses are 3 units (one semester).

Introduction to Business Administration: A

Marketing 1: C+

Mathematics of Business and Finance: B+

Accounting 1: B+

Business Communication for the Digital Workplace: A

Answer: The calculated GPA is 3.5. Screenshots of entries into the Seneca GPA Calculator website are as follows:

The screenshot shows the Seneca GPA Calculator interface. At the top is the Seneca logo and a search bar. Below the header is the "GPA Calculator" title. The main area contains a table with the following columns: Number, Course, Grade, Value, Units, and Points. Five rows of course data are entered. At the bottom, a "Totals" section shows a sum of 15 units and 52.5 points, resulting in a GPA of 3.5. There are buttons for "Add Row", "Calculate", and "Reset".

Number	Course	Grade	Value	Units	Points
1	Intro to Business Administration	A	4	3.0	
2	Marketing 1	C+	2.5	3.0	
3	Mathematics of Business and Finance	B+	3.5	3.0	
4	Accounting 1	B+	3.5	3.0	
5	Business Communication for the Digital Workplace	A	4	3.0	

Totals: 15 52.5

GPA: 3.5

Buttons: Add Row, Calculate, Reset

Performance Descriptors

Levels	Performance Descriptors	Needs Work	Completes task with support from practitioner	Completes task independently
A1.2	scans text to locate information			
	locates multiple pieces of information in simple texts			
	obtains information from detailed reading			
	begins to identify sources and evaluate information			
B3.1a	makes a direct match between what is requested and what is entered			
D.2	selects and follows appropriate steps to complete tasks			
	locates and recognizes functions and commands			
	makes low-level inferences to interpret icons and text			
	begins to identify sources and evaluate information			

This task: Was successfully completed ☐ Needs to be tried again ☐

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Learner Comments:

Instructor (print):

Learner (print):