

	<i>Responsible Office or Department:</i>	Registrar
	<i>Effective Date:</i>	9/4/2019
<b><i>Conversion of Canadian College &amp; University Grades for Transfer</i></b>		

**PURPOSE:**

To convert grades on Canadian university transcripts to the NU transcript equivalent

**SCOPE:**

The purpose of this policy is restricted to the conversion of grades recorded on Canadian Transcripts to Niagara University’s Grade Scale. The following are excluded from this policy:

- Minimum requirements for admittance to programs. These matters are set by the department and the Academic Dean overseeing the program to which a student is applying;
- Transcripts not obtained from an accredited Canadian University or College;

**MAIN PROVISIONS:**

Niagara University utilizes a letter grade system, ranging from F to A+ and including plus and minus grades, each of which is aligned to a 4.0 – point scale.

<b>Niagara University Grading Key</b>	
Letter Grade	QPA
A+	4.00
A	4.00
A-	3.67
B+	3.33
B	3.00
B-	2.67
C+	2.33
C	2.00
C-	1.67
D+	1.33
D	1.00
D-	0.67
F	0.0

**PROCEDURES:**

As part of the transcript review process, the calculation of a GPA for a student who has submitted transcripts from a Canadian university or college for the purpose of applying to a program at NU will be determined as follows:

1. A transferring student's transcript will be reviewed, and all numerical grades will be converted to letter grades. Niagara University recognizes the autonomy of each institution of higher education to attribute numerical ranges, recorded as percentage ranges, to letter grades and to determine whether or not the full range of letter grades will be utilized (e.g. A+, A, A-) or whether a truncated version will be used (A+, A). As such, letter grades will be calculated in accordance with the official transcript key as identified by the institution from which the transcript originates.
2. Only grades recorded as letter grades or those that can be transformed from numerical grades to letter grades will be used in the calculation of the GPA. Grades recorded as Aegrotat (AEG), Audit (AU), Transfer Credit (TC), Exemption (EX), Incomplete (I), No Grade Assigned (NGO), Pass (P), Satisfactory (S), will not be counted in the calculation of the GPA.
3. In the case that an institution does not provide a conversion from percentage grades to letter grades, or where the institution does not differentiate among the letter grade, a minus grade and a plus grade, the following conversion table will be applied by Niagara University.

<b>Niagara University Conversion Key</b>		
<b>NU Equivalent Letter Grade</b>	<b>Canadian Numerical Percentage Grade</b>	<b>NU Equivalent QPA</b>
A+	90-100	4.00
A	86-89	4.00
A-	80-85	3.67
B+	77-79	3.33
B	73-76	3.00
B-	70-72	2.67
C+	67-69	2.33
C	60-66	2.00

#### **Minimum Grade Requirements for Transfer**

4. Only grades of a C or better will be accepted for transfer into undergraduate programs.
5. Although graduate programs typically require grades of B or better for transfer, graduate transfer policies are assessed on a program-by-program basis (each having its own limits, requirements and policies). Final decisions on limits and requirements remain under the purview of the Academic Dean of the College in which the program resides.

#### **Calculation of GPA**

6. Letter grades meeting Niagara University's requirements for transfer each will be assigned a QPA in accordance with Niagara University's official transcript key.

7. A student's GPA will then be calculated as a weighted average of QPA scores and the credit value attributed to each using the mathematical formula of Credit Value multiplied by the QPA all divided by the total number of Credit Hours. For example, a three-credit course will be recognized as having three times the weight of a single credit course.

$$\text{GPA} = \frac{\text{SUM}(\text{CV}_1 * \text{QPA}_1) + (\text{CV}_2 * \text{QPA}_2) + (\text{CV}_3 * \text{QPA}_3) + \dots}{\text{CV}_T}$$

## **APPENDIX: GRADING CONVERSION SCALE RESOURCE GUIDE**

Mohawk College – Ontario Canada			Niagara University	
	Numerical Grade	Letter Grade	Letter Grade	QPA
	95-100	A+	A+	4.00
	90-94	A	A	4.00
	85-89		A-	3.67
	80-84	B+	B+	3.33
	75-79	B	B	3.00
	70-74		B-	2.67
	65-69	C+	C+	2.33
	60-64	C	C	2.00
Not acceptable for Transfer				1.67
		D+	D+	1.33
		D	D	1.00
				0.67
	0-59	F	F	0.0

Seneca College – Ontario Canada Conestoga College – Ontario Canada Sheridan College – Ontario Canada			Niagara University	
	Numerical Grade	Letter Grade	Letter Grade	QPA
	90-100	A+	A+	4.00
	80-89	A	A	4.00
			A-	3.67
	75-79	B+	B+	3.33
	70-74	B	B	3.00
			B-	2.67
	65-69	C+	C+	2.33
	60-64	C	C	2.00
Not acceptable for Transfer				1.67
	55-59	D+	D+	1.33
	50-54	D	D	1.00
				0.67
	0-49	F	F	0.0

George Brown College – Ontario Canada			Niagara University	
	Numerical Grade	Letter Grade	Letter Grade	QPA
	90-100	A+	A+	4.00
	86-89	A	A	4.00
	80-85		A-	3.67
	77-79	B+	B+	3.33
	73-76	B	B	3.00
	70-72		B-	2.67
	67-69	C+	C+	2.33
	63-66	C	C	2.00
Not acceptable for Transfer	60-62			1.67
	55-59	D+	D+	1.33
	50-54	D	D	1.00
				0.67
	0-49	F	F	0.0

\*Note: Niagara College does not use plus and minus grades; their system is only whole letter grades.

Niagara College	
Numerical Grade	Letter Grade
80-100	A
70-70	B
60-69	C
50-59	D
0-49	F

For fairness and consistency Niagara University will apply the following Key to allow for plus and minus grades.

Niagara College – Ontario Canada			Niagara University	
	Numerical Grade	Letter Grade	Letter Grade	QPA
	90-100	A+	A+	4.00
	86-89	A	A	4.00
	80-85		A-	3.67
	77-79	B+	B+	3.33
	73-76	B	B	3.00
	70-72		B-	2.67
	67-69	C+	C+	2.33
	63-66	C	C	2.00
Not acceptable for Transfer	60-62			1.67
	57-59	D+	D+	1.33
	53-56	D	D	1.00
	50-52			0.67
	0-49	F	F	0.0

Durham College – Ontario Canada			Niagara University	
	Numerical Grade	Letter Grade	Letter Grade	QPA
	90-100	A+	A+	4.00
	85-89	A	A	4.00
	80-84		A-	3.67
	75-79	B+	B+	3.33
	70-74	B	B	3.00
			B-	2.67
	65-69	C+	C+	2.33
	60-64	C	C	2.00
Not acceptable for Transfer				1.67
	55-59	D+	D+	1.33
	50-54	D	D	1.00
				0.67
	0-50	F	F	0.0

\*Note: Humber College does not provide a conversion guide and as such scores will be converted in accordance with the above policy.

Niagara University Conversion Key		
NU Equivalent Letter Grade	Canadian Numerical Percentage Grade	NU Equivalent QPA
A+	90-100	4.00
A	86-89	4.00
A-	80-85	3.67
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B	73-76	3.00
B-	70-72	2.67
C+	67-69	2.33
C	60-66	2.00

### **ADDITIONAL INFORMATION:**

If any situation occurs that is not covered in the procedure of this policy, the Registrar of the University, in consultation with the Provost, will issue guidance consistent with the overall fair and respectful spirit of the policy. This decision regarding the procedure to be followed will be final.

**POLICY HISTORY:**

- Originated: 9/4/2019
- Current Effective Date: 9/4/2019
- Next Review Date: **2026**
- Revision/Renewal Log:
  - Reviewed 11/07/2023, no revisions necessary