

Policy Signature Sheet

Name of Policy: **Policy on Conversion of Canadian College and University Grades to NU Grading for Transfer.**

Explanation of Need

Not all institutions use the same system as NU. This will ensure consistency and fairness when accepting students from Canadian institutions. Although NU does follow this process, it is important to enshrine it in policy.

Summary of Policy:

Documents a conversion scale for Canadian Institutions with which NU has articulation agreements as well as a formula to ensure consistency with other institutions not included in the policy. This is the process that NU is currently following.

Overseeing Sector: Registrar

New

Revised

Policy Drafted by: Vince Rinaldo

Reviewed and Approved by the following Stakeholders:

Sector	Position	Name	Signature
Registrar	Associate Registrar	Elizabeth Broomfield	<i>Elizabeth Broomfield</i> 9/12/19
Ontario/Provost's Office	Director for Ontario Administration	Vince Rinaldo	Vince Rinaldo, PhD

Approval of Responsible Sector:

Sector	Position	Name	Signature
Registrar	Associate Registrar	Elizabeth Broomfield	<i>Elizabeth Broomfield</i> 9/12/19

Approval of General Counsel:

Sector	Position	Name	Signature
Legal	General Counsel	Jeremy Colby	<i>Jeremy Colby</i>

Approval of the Provost:

Sector	Position	Name	Signature
Academic	Provost	Timothy Ireland	<i>Timothy Ireland</i>

Approval of Cabinet:

Sector	Position	Name	Signature
President's Office	President	Rev. James Maher	<i>James Maher</i>

University Policy on Conversion of Canadian College and University Grades to NU Grading for Transfer.	Effective date: DRAFT Replaces: New
Application: Transfer of Credits from Canadian Universities to Niagara University	Position responsible for facilitating compliance:
Access: Public	Registrar

POLICY

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.

Niagara University Grading Key	
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

I. Specifically Excluded from this Policy

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;

II. Oversight of the Canadian College and University to NU Grading Conversion Scale Policy

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.

IV. Revision of this Policy

Any revision of this policy must be approved by the Registrar of the University in consultation with the Provost and from the Academic Senate.

Process

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 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.

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
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.

$$\text{GPA} = \frac{\text{SUM} (CV_1 * QPA_1) + (CV_2 * QPA_2) + (CV_3 * QPA_3) + \dots}{CV_T}$$

*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

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: 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
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