

TRANSCRIPT EXPLANATION

NUMBER OF SEMESTERS IN A YEAR

There will be two semesters (Fall & Spring) in one academic year.
In addition to these two regular semesters there may be a short semester

DURATION

The duration of each of the semesters (Fall & Spring) will be 18 weeks, which may be used as follows:

Class	14 weeks
Mid Semester Examinations	1 week
Recess before Examination	1 week
Semester Final Examination	2 weeks
Total	18 weeks

THE GRADING SYSTEM

The total performance of a student in a given course is based on a scheme of continuous assessment. For theory courses this continuous assessment is made through homework, assignment, and quizzes and at the end of the semester final examination of 3 hours duration. The distribution of marks for a given course may be as follows:

(i) Home-work, Assignment, and Quizzes	30%
(ii) Mid Semester	20%
(iii) Final Examination	50%

Letter Grades and the corresponding Grade Points may be as follows:

Numerical Grade	Letter Grade	Grade Point
80% and above	A+	4.00
75% to less than 80%	A	3.75
70% to less than 75%	A-	3.50
65% to less than 70%	B+	3.25
60% to less than 65%	B	3.00
55% to less than 60%	B-	2.75
50% to less than 55%	C+	2.50
45% to less than 50%	C	2.25
40% to less than 45%	D	2.00
Less than 40%	F	0.00
Exemption	E	--
Incomplete	I	--
Satisfactory	S	--

Grade 'E': Grade 'E' means Exemption. A student admitted to the UAP with credits earned by him or her in other university/Academic Institution and are therefore exempted at the UAP.

Grade 'I': Grade 'I' means incomplete work. Grade 'I' may be given to a candidate when S/he fails to appear at the semester final examinations only for reasons beyond his/her control. Grade 'I' shall be converted to the actual grade obtained by the students when available by the following semester. Otherwise grade 'I' shall be converted to an 'F' grade and the student has to register for the particular course with payment of usual fees.

Grade 'S': Grade 'S' means satisfactory. Grade 'S' is given when a course, according to the syllabus, is extended to two consecutive semesters and grade 'S' is given in the first semester to mean satisfactory progression.

A student's performance is measured by the number of credits that he/she has completed satisfactorily, and the weighted average of the grade point that he/she has maintained. A minimum Grade Point Average (GPA) is required to be maintained for satisfactory progress and minimum number of credits should be acquired in order to qualify for the degree. The courses in which a student has obtained D or a higher grade will be counted as credits earned by him/her. If a student obtains an F grade in any course in any semester he/she will have to repeat the course. If a student obtains a grade other than F in a course, he/she will not be allowed to repeat the course for the purpose of grade improvement. F grades will not be counted for GPA calculation but shall be mentioned on the Grade Sheet and Transcript.

The GPA (Grade Point Average) is calculated as follows:

$$\text{GPA} = \frac{\sum (\text{Grade Points} \times \text{Credits})}{\sum \text{Credits}}$$

To be awarded a degree a student has to obtain a minimum Cumulative Grade Point Average (CGPA) of 2.25. A student will be awarded the degree with honors if his/her CGPA is 3.75 or above.

PERFORMANCE EVALUATION

The performance of a student will be evaluated in terms of term/semester grade point average and cumulative grade point average which is the grade average for all the semesters. Students will be considered to be making normal progress towards a degree if their cumulative or overall GPA for all work attempted is 2.25 or more. Students who regularly maintain semester GPA of 2.25 or better are making good progress toward their degrees and are in good standing with the university. Students who fail to maintain this minimum rate of progress will not be in good standing. This can happen when one or more of the following conditions exist:

- i. Semester GPA falls below 2.25 or
- ii. Cumulative GPA falls below 2.25
- iii. Earned Credits fall below 15 times the number of semesters studied.

All such students can make up deficiencies in GPA and credit requirements by completing courses in next semester(s) and backlog courses, if there be any, with better grades.