How to calculate your Grade Point Average (GPA)

This section explains how to calculate your GPA. In general, this information applies to all medical schools and the Doctor of Dental Surgery at the University of Melbourne, but please note local variations outlined on university websites and in the university-specific information pages in the Medicine Admissions Guide and Dentistry Admissions Guide. The Doctor of Optometry at the University of Melbourne uses a Weighted Average Mark (WAM) so this information is not relevant for that course.

You can use this information to create your own GPA calculator in a spreadsheet, or you can use the online GPA calculator.

GEMSAS will usually use percentage results to calculate your GPA and will use grades only where percentage results are not provided on transcripts or results retrieved electronically through ARTS. Your GPA calculation will be an estimation for your information only.

Before you calculate your GPA, you should read the sections in the Admissions Guide:

'Application process', 'How to Apply' and 'Entry requirements – All applicants'

Although some schools use postgraduate studies in GPA calculations, these instructions are for undergraduate studies. You can follow the instructions given here for undergraduate study and use the same principles to calculate your GPA using your postgraduate results if you are applying for one of the schools that use them.   Please see the Admissions Guide for this information.

The GPA is calculated from the last three 'GPA years', where a 'GPA year' is the equivalent of a one year of full-time study. This may not necessarily be the same as a calendar year or all results at one level of study. For example, if a full-time study load at a university is 8 subjects, with each subject worth 6 credit points, a 'GPA year' will be 48 credit points worth of subjects. Even if the 48 credits are completed over two or more calendar years, it is still equivalent to one year of full-time study.

Step One

Group your subjects into GPA years. The three full-time equivalent years of study used to calculate the GPA are referred to as Final Year, Final Minus-1 Year, and Final Minus-2 Year, where the Final Year is the most recent.

3-year Bachelor degrees

Where applicants have undertaken a Bachelor degree which can normally be completed in 3 years of full-time study (e.g. Commerce, Arts), all the subjects studied in this degree will be used in the GPA calculations.

For example, if your degree is a 3-year BSc comprising 300 credit points of completed units or subjects, you should divide your subjects or units into 3 groups of about 100 credit points each, based on the order you completed them. Any failed or repeated subjects should be included.

Longer courses

Applicants who have completed degrees of more than 3 years in duration – e.g. Law, Engineering – should only use the subjects which comprise the last 3 full time equivalent years of study. If you completed a 5-year full time Engineering degree, you should not include the subjects in your first or second years of full-time equivalent study.

Similarly, if you undertook a one-year full time equivalent Honours course after finishing a 3-year Bachelor degree, you should not include the subjects studied in the first year of your Bachelor degree.

If your course was a five-year Engineering degree comprising 180 credit points, you should divide the subjects or units into 5 groups of about 36 credit points each. The subjects or units in the first two groups will not be included in the GPA calculations.

Study in the current year

If you are completing your qualifying degree at the end of this year and already have your first semester results, you should include them in your GPA calculations. They will typically only constitute half of the Final year results. Leave space in the Final GPA year for any other subjects you will be completing this year and group your subjects into three 'GPA years' as described above. If your Final GPA year does not meet the final year minimum load for the institution you are calculating a GPA for then it will not be included in the GPA and your GPA will be based on Final-1 and Final-2 GPA years only. If you are finishing your degree by mid year, you do not need to leave space in the Final GPA year for future subjects.

If your current study is an honours year, you will most likely have no first semester results.   You should calculate your GPA using your bachelor degree results. Check school entries in the Admissions Guide for information about how they may use honours results from current study.

Part-time study

If you completed a 3-year BSc over 6 years of part time study, you should still divide all the subjects or units into 3 roughly equal groups, based on the order you completed them. These groups constitute your Final-minus-2, Final-minus-1 and Final years.

If you have completed a combined degree or transferred between different universities or courses or have received credit for prior studies (including study abroad or exchange semesters), you must record all such enrolments within the relevant three year full-time-equivalent period. Note that you will need to provide all relevant official transcripts for any study undertaken at a university that is not a participant in ARTS (see Appendix B). Note that it may be difficult for you to estimate a GPA in this circumstance and you may wish to use the paid GPA calculation service, please email info@gemsas.edu.au to access the paid service.

Step Two

Enter the credit points and actual marks or grades for each subject or unit

Using the groupings of subjects or units described in Step 1 above, list the subjects or units making up the last three full time equivalent years of study in chronological order, in their year groupings.

All results from the last three full time equivalent years of study, including fails and repeated subjects, must be included.

For each subject or unit enter the subject name or subject code. Remember that the 'GPA Year' refers to Final-minus-2, Final-minus-1 and Final years, so each GPA year may include subjects or units taken in different calendar years, particularly if you have studied part-time. It may also include subjects taken at different levels. For instance, you may have taken a first-year subject in the final year of your degree so that will be counted in the Final GPA year.

Unit value of subject

Each degree is made up by a certain number of subjects or units, credit points or contact hours, with subjects or units offered at the first, second and third academic year levels (for a three-year bachelor degree). Enter the unit value or credit points value of each subject or unit, as these appear on your transcript. For failed subjects, enter the credit points value you would have received, had you passed the subject.

Actual result

Enter the actual result received in each subject exactly as reported on the transcript (e.g. DN, or 76). When both letter grades and percentages are given, use the percentages. If you have only letter grades you will use those. From the conversion table (Appendix A) find the GPA for each subject. If your study is from an Overseas Institution, please refer to the GEMSAS Overseas Qualification Assessments process and FAQs documents for specific information.

You will now have the following information for each subject:

- Subject name/code
- Credit points/unit values
- Result (as a percentage or grade)
- GPA (from the conversion table)

Step Three

The GPA calculation

You will now create an additional data item for each subject by multiplying the GPA by the credit points.

Start by taking the subjects that have been allocated to the Final GPA year so the GPA for Final year can be calculated.

(i) Add the unit values (credit points) of all subjects or units (including those failed and/or repeated) in the GPA year.

$U_{\text{final year}}$ = U1 + U2 + U3 …

(ii) Add the Values of GPA grades x credit points (including those failed and/or repeated) for all subjects within each GPA year.

$P_{\text{final year}}$ = P1 + P2 + P3 ...

You will now have the following information for each subject:

- Subject name/code
- (U) Credit points/unit values
- Result (as a percentage or grade)
- GPA (from the conversion table)
- (P) Value of GPA x credit points

(iii) To calculate the GPA for Final year, divide the newly calculated total of P values by the total of U values

$$GPA_{\text{Final year}} = P_{\text{final year}} / U_{\text{final year}}$$

(iv) Repeat steps (i), (ii), and (iii) for the remaining GPA years to find "$GPA_{\text{Final-1 year}}$" and "$GPA_{\text{Final-2 year}}$".

You should now have three GPAs (for Final-minus-2, Final-minus-1 and Final years).

Weighted GPA

Most universities (refer to individual university-specific information in this Guide) use a weighted GPA, calculated as follows:

- $$GPA = ((GPA_{\text{Final-2 year}} \text{ x1}) + (GPA_{\text{Final-1 year}} \text{ x2})) + (GPA_{\text{Final year}} \text{ x3})) / 6$$

Unweighted GPA

For those universities that use unweighted GPAs, simply find the average of the three GPAs

- $$GPA = (GPA_{\text{Final-2 year}} + GPA_{\text{Final-1 year}} + GPA_{\text{Final year}}) / 3$$

Example

Imagine that the results provided in the middle of the year for a currently studying applicant are as below and that 100 credits per year is considered a full-time study load at this university.

Year	Semester	Subject	Credit points (U)	Result
2017	1	Subject 1	12.5	78
2017	1	Subject 2	12.5	93
2017	1	Subject 3	12.5	67
2017	1	Subject 4	12.5	89
2017	2	Subject 5	12.5	59
2017	2	Subject 6	12.5	53
2017	2	Subject 7	12.5	70
2017	2	Subject 8	12.5	76
2018	1	Subject 9	12.5	78
2018	1	Subject 10	12.5	83
2018	1	Subject 11	12.5	88
2018	1	Subject 12	12.5	65
2018	2	Subject 13	12.5	73
2018	2	Subject 14	12.5	92
2018	2	Subject 15	12.5	64
2018	2	Subject 16	12.5	87
2019	1	Subject 17	12.5	59
2019	1	Subject 18	12.5	84
2019	1	Subject 19	12.5	77
2019	1	Subject 20	12.5	74
2019	2	Subject 21	12.5	65
2019	2	Subject 22	12.5	74
2019	2	Subject 23	12.5	83
2019	2	Subject 24	12.5	86

Step 1

We assign the subjects to GPA years working backwards until all years have 1 FTE of study.

Year	Semester	Subject	Credit points (U)	Result		
2017	1	Subject 1	12.5	78		
2017	1	Subject 2	12.5	93	Final-minus-2 Year	
2017	1	Subject 3	12.5	67	Final-minus-1 Year	
2017	1	Subject 4	12.5	89	Final year	
2017	2	Subject 5	12.5	59		
2017	2	Subject 6	12.5	53		
2017	2	Subject 7	12.5	70		
2017	2	Subject 8	12.5	76		
2018	1	Subject 9	12.5	78		
2018	1	Subject 10	12.5	83		
2018	1	Subject 11	12.5	88		
2018	1	Subject 12	12.5	65		
2018	2	Subject 13	12.5	73		
2018	2	Subject 14	12.5	92		
2018	2	Subject 15	12.5	64		
2018	2	Subject 16	12.5	87		
2019	1	Subject 17	12.5	59		
2019	1	Subject 18	12.5	84		
2019	1	Subject 19	12.5	77		
2019	1	Subject 20	12.5	74		
2019	2	Subject 21	12.5	65		
2019	2	Subject 22	12.5	74		
2019	2	Subject 23	12.5	83		
2019	2	Subject 24	12.5	86		

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Step 2

Calculate the GPA values from the table in Appendix A, or by using the GEMSAS GPA calculator (you can also have the online calculator complete the remaining steps by entering the results by GPA year as prompted)

Year	Semester	Subject	Credit points (U)	Result	GPA		
2017	1	Subject 1	12.5	78	6.5		
2017	1	Subject 2	12.5	93	7		Final-minus-2 Year
2017	1	Subject 3	12.5	67	5.5		Final-minus-1 Year
2017	1	Subject 4	12.5	89	7		Final year
2017	2	Subject 5	12.5	59	4.5		
2017	2	Subject 6	12.5	53	4		
2017	2	Subject 7	12.5	70	6		
2017	2	Subject 8	12.5	76	6.5		
2018	1	Subject 9	12.5	78	6.5		
2018	1	Subject 10	12.5	83	7		
2018	1	Subject 11	12.5	88	7		
2018	1	Subject 12	12.5	65	5.5		
2018	2	Subject 13	12.5	73	6		
2018	2	Subject 14	12.5	92	7		
2018	2	Subject 15	12.5	64	5		
2018	2	Subject 16	12.5	87	7		
2019	1	Subject 17	12.5	59	4.5		
2019	1	Subject 18	12.5	84	7		
2019	1	Subject 19	12.5	77	6.5		
2019	1	Subject 20	12.5	74	6		
2019	2	Subject 21	12.5	65	5.5		
2019	2	Subject 22	12.5	74	6		
2019	2	Subject 23	12.5	83	7		
2019	2	Subject 24	12.5	86	7		

Step 3

Calculate the credit points multiplied by the GPA for each subject.

Year	Semester	Subject	Credit points (U)	Result	GPA	Credit points x GPA (P)		
2017	1	Subject 1	12.5	78	6.5	81.25		
2017	1	Subject 2	12.5	93	7	87.5		Final-minus-2 Year
2017	1	Subject 3	12.5	67	5.5	68.75		Final-minus-1 Year
2017	1	Subject 4	12.5	89	7	87.5		Final year
2017	2	Subject 5	12.5	59	4.5	56.25		
2017	2	Subject 6	12.5	53	4	50		
2017	2	Subject 7	12.5	70	6	75		
2017	2	Subject 8	12.5	76	6.5	81.25		
2018	1	Subject 9	12.5	78	6.5	81.25		
2018	1	Subject 10	12.5	83	7	87.5		
2018	1	Subject 11	12.5	88	7	87.5		
2018	1	Subject 12	12.5	65	5.5	68.75		
2018	2	Subject 13	12.5	73	6	75		
2018	2	Subject 14	12.5	92	7	87.5		
2018	2	Subject 15	12.5	64	5	62.5		
2018	2	Subject 16	12.5	87	7	87.5		
2019	1	Subject 17	12.5	59	4.5	56.25		
2019	1	Subject 18	12.5	84	7	87.5		
2019	1	Subject 19	12.5	77	6.5	81.25		
2019	1	Subject 20	12.5	74	6	75		
2019	2	Subject 21	12.5	65	5.5	68.75		
2019	2	Subject 22	12.5	74	6	75		
2019	2	Subject 23	12.5	83	7	87.5		
2019	2	Subject 24	12.5	86	7	87.5		

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$U_{\text{Final year}}$ = 12.5 + 12.5 + 12.5 + 12.5 + 12.5 + 12.5 = 100

$P_{\text{Final year}}$ = 56.25 + 87.5 + 81.25 + 75 + 68.75 + 75 + 87.5 + 87.5 = 618.75

$GPA_{\text{Final year}} = P_{\text{Final year}}/U_{\text{Final year}}$ = 618.75 / 100 = 6.1875

Repeating this for Final-1 Year and Final-2 Year

$GPA_{\text{Final-1 year}} = P_{\text{Final-1 year}}/U_{\text{Final-1 year}}$ = 637.5 / 100 = 6.375

$GPA_{\text{Final-2 year}} = P_{\text{Final-2 year}}/U_{\text{Final-2 year}}$ = 587.5 / 100 = 5.875

The last step is to combine the separate GPA years into the Final GPA. For an institution with a standard weighted GPA we get

GPA = $((GPA_{\text{Final-2 year}} \times 1) + (GPA_{\text{Final-1 year}} \times 2) + (GPA_{\text{Final year}} \times 3))/6$
    = ((5.875 x 1) + (6.375 x 2) + (6.1875 x 3))/6
    = 37.1875 / 6 = 6.198

And we can calculate the unweighted GPA as below:

GPA = $(GPA_{\text{Final-2 year}} + GPA_{\text{Final-1 year}} + GPA_{\text{Final year}})/3$
    = (5.875 + 6.375 + 6.1875)/3
    = 18.4375 / 3 = 6.146

Appendix A: Grading System Conversion Table

A	Subject GPA	B	C	D	E	F	G	H
100	7							
99	7							
98	7							
97	7							
96	7							
95	7							
94	7	HD/7	HD	HD	HD/>=7/A	H1	>=8	A+/A/A-
93	7	7	7	7	7	7	7	7
92	7							
91	7							
90	7							
89	7							
88	7							
87	7							
86	7							
85	7							
84	7							
83	7							
82	7							
81	7							
80	7	D/6	D	D				
79	6.5	6.75	6.75	6.75				
78	6.5							
77	6.5					H2A		B+
76	6.5				D/DI/6/B/DN	6.5	7	6.5
75	6.5				6.25		6.25	
74	6	CR/5	CR	C				
73	6	5.75	5.75	5.5				
72	6					H2B		B
71	6					6		6
70	6							
69	5.5							
68	5.5							
67	5.5					H3		B-
66	5.5				CR/5/C	5.5	6	5.5
65	5.5				5.25		5.25	
64	5	P/4						
63	5	4.5						
62	5							C+
61	5							5
60	5							
59	4.5		Pass Div 1					
58	4.5		4.75			P		
57	4.5					4.5		C
56	4.5			P	P/PA/4/D		5	4.5
55	4.5			4.25	4.25		4.25	
54	4							
53	4		Pass Div II					
52	4		4					C-
51	4							4
50	4							
49	0	UP/CQ/PC/3						
48	0	3.5						
47	0			PC	CP/NC/PC/C*/NI		PC	D*
46	0			3.5	3.5		3.5	3.5
45	0							
<44	0	F/N/<3	F/N	F	F/2/1/N/N2/3	F/N	F	E
		0	0	0	0	0	0	0

* Conceded pass, faculty pass, etc. – GPA grade of 3.5. Otherwise GPA of zero

If you have a percentage mark where the minimum for an unrestricted pass grade is 50 per cent, use column A to read off the corresponding GPA grade.

All supplementary passes will be awarded a GPA value of 4.

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Conversion Table Code (only where no subject results are available)	
Column	
A	Use Column A if you have an official record of your mark (percentage)
B	ACU, Adelaide, Bond, Canberra, Central Queensland, Charles Sturt, Flinders, Griffith, James Cook, Macquarie, Newcastle, New England, NSW, Queensland, QUT, Southern Cross, Southern Queensland, Sunshine Coast, Swinburne Pre-2014, Sydney, UTS, Western Sydney, Wollongong, Charles Darwin 2013 onwards
C	South Australia
D	Charles Darwin Pre 2013
E	ANU, Federation Uni, Deakin, Edith Cowan, La Trobe, Monash, Murdoch, Notre Dame, RMIT, Swinburne 2014 onwards, Tasmania, Victoria, Western Australia
F	Melbourne
G	Curtin
H	New Zealand universities and Polytechnics

Honours degree award

Honours degree	
Award	GPA Grade
First	7.0
2A	6.0
2B	5.0
Third	4.0

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Appendix B: Institutions Participating in ARTS (Automated Results Transfer System)

You do NOT need to provide academic transcripts for studies undertaken at the following institutions:

AUSTRALIAN CAPITAL TERRITORY

Australian National University	Canberra CAE	University of Canberra
Australian Catholic University	Canberra Institute of the Arts	

NEW SOUTH WALES

Australian Catholic University	University of Wollongong	University of New South Wales
Sydney College of the Arts	Western Sydney University (University of Western Sydney)	Charles Sturt University
University of New England	New South Wales Institute of Technology	Macquarie University
University of Newcastle	Southern Cross University	University of Sydney
University of Technology, Sydney	CQ University	

NORTHERN TERRITORY

Charles Darwin University (formerly Northern Territory University)
Darwin Institute of Technology

QUEENSLAND

Australian Catholic University	Griffith University	Queensland Institute of Technology
Bond University	James Cook University	CQ University
Queensland University of Technology	Darling Downs IAE	University of Queensland, The (UQ)
Gold Coast CAE	University of Southern Queensland	Queensland Agricultural CAE
Queensland Institute of Technology (Capricornia)	University of the Sunshine Coast	

SOUTH AUSTRALIA

The University of Adelaide	University of South Australia	Flinders University of South Australia
CQ University		

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TASMANIA

Australian Maritime College
Tasmanian CAE
Tasmanian State Institute of Technology
University of Tasmania

VICTORIA

Australian Catholic University	CQ University	Victoria College - all campuses 1985 onwards
La Trobe University	Swinburne University of Technology	Victoria University (formerly Victoria University of Technology)
Deakin University	University of Melbourne	Federation University Australia (formerly University of Ballarat)
Victorian College of the Arts	Monash University	RMIT University
Warrnambool IAE	Caulfield Institute of Technology	Royal Melbourne Institute of Technology

WESTERN AUSTRALIA

Edith Cowan University	Curtin University (Curtin University of Technology)	The University of Western Australia
Western Australian CAE	Murdoch University	Western Australian Institute of Technology

AUSTRALIA

Open Universities Australia

PLEASE NOTE: Any qualification undertaken in a language other than English must be documented by the original transcript, accompanied by an officially translated original (by a NAATI translator), in English.

The NAATI translation **must** be a scan of the original hard copy translation document issued by the translator. It should feature the translator's original stamp and signature on every page. Electronic versions of the translation, where the translator's stamp has been affixed electronically, will not be accepted.