THE CUMULATIVE INDEX OR GPA (GRADE POINT AVERAGE) calculation Process

The cumulative index is determined by dividing the total number of quality points earned by the total number of graded units attempted. Units with grades of "D" and "F" will be included, and courses which carry no units or quality points will be excluded. A cumulative index of 2.0 is required for graduation. Quality points are granted on the basis of the grades earned in each course taken at Wagner. Units completed in courses that do not have letter grading, e.g., student teaching, proficiency examinations, courses under pass-fail option, as well as courses transferred into Wagner, carry no quality points. Quality point equivalencies are as follows:

A = 4.0	B- = 2.7	D+ = 1.3
A- = 3.7	C+ = 2.3	D = 1.0
B+ = 3.3	C = 2.0	D- = 0.7
B = 3.0	C- = 1.7	F = 0.0

For the Major:
The major index is determined in the same manner by dividing the number of quality points earned by the total number of graded units in courses designated as major courses, including courses with grades of "D" or "F." A major index of 2.0 is required as a qualification for graduation. For some academic programs a higher index is required. Courses which are considered major courses and are used to calculate the major index are specifically indicated by major in the Courses of Study section. The computation of the indices is subject to the conditions governing the pass-fail option, repeating of courses, and transferring of credit.

Process:
1. Transcript: Get on MyWagner and print a copy of your transcript
2. Program requirements:
   For undergrads: Go to CACE and pull down the major check list
   o   wagner.edu/cace/files/2012/12/Major-Checksheets.pdf
   For graduates: See the department chair of the program
3. Identify your major coursework
4. Set up in an Excel spreadsheet (sample included)

Multiply calculated credits by numerical equivalent of grade.

Ex: q.p = (Quality Points)

For undergraduate work:	1 unit	x	3.0	(B)	=	3.0 q.p.
For graduate work:	3 credits	x	3.7	(A-)	=	11.1 q.p.

Do this for each course. This is the most accurate procedure. Although it's easier to add all the calculated units/credits, all the grade equivalents and go from there, it's not as accurate.
Add calculated units/credits. Add quality points.

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Ex:             1      (units)    B       3.0   (quality points)
        +       1                 A-      3.7
                1                 A       4.0
                1                 B-      2.7
        _____
                4                         13.4
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Divide quality points by calculated credits.

Ex: 13.4 divided by 4 = 3.35 which presents the GPA

NOTE: Do not average 'P' grades or 'W' grades, but do average 'F' grades.

Ex: 1.66 u. x 0.00 (P) = 0.00
        0.00 u. x 0.00 (W) = 0.00
        1.00 u. x 0.00 (F) = 0.00 still = 1 unit in the calculation for credits which is different from earn

Have fun!