



Policy Name:	Policy on Credit Points, Grading and Grade Point Average (GPA)		
Department	Academic	Approval Authority	Rector
Date of Implementation	Unknown	Date of last Revision	15/07/2020- V02

1. Introduction and Scope

This policy:

- explains how credit point is defined in the MI College
- minimum credit point requirements necessary to successfully complete certifications of various levels
- provides a grading scale and notations for the assessment of coursework
- explains the purpose for which Grade Point Average (GPA) is calculated and the principles to be employed in determining a GPA
- applies to all staff of MI College and its decision-making and advisory bodies.
- applies to all coursework programs offered by the College.

2. Credit System

- The credit system for the Maldives National Qualifications Framework (MNQF) awards one credit for every ten hours of total learning time.
- The table below describes the allocated minimum credits as per the MNQF followed at MI College

Level	Qualification(s)	Minimum Credits
Level 1	Certificate I	10 credits (3 weeks full-time)
Level 2	Certificate II	40 credits (15 weeks full-time)
Level 3	Certificate III	40 credits (15 weeks full-time)
Level 4	Certificate IV	120 credits (1 year (30 weeks))
Level 5	Diploma	120 credits of which 90 credits (1 year (30 weeks))
Level 6	Advanced Diploma/ Associate Degree/ Foundation Degree	120 credits of which 90 credits at Level 6 (1 year (30 weeks)) - diploma route
		240 credits of which 90 credits at Level 5 & 90 credits at Level 6 (2 years (60 weeks)) - Higher Secondary route
	Professional Certificate	(40 credits 15 weeks)
Level 7	Bachelor's Degree	360 credits (3 years)
	Professional Diploma	120 credits of which 90 credits (1 year (30 weeks))
	Professional Certificate	40 credits (20 weeks)
Level 8	Graduate Certificate	60 credits (20 weeks)
	Graduate Diploma	120 credits (1 year (30 weeks))
	Bachelor's Degree with	480 credits (4 years)



	honours	
Level 9	Master's Degree	240 credits (2 years)
		120 credits (1 year (30 weeks))
	Advanced Professional Diploma	120 credits (1 year (30 weeks))
	Advanced Professional Certificate	60 credits (20 weeks)
Level 10	Doctoral Degree	360 credits (3 – 5 years)
	Higher Professional Diploma	120 credits (1 year (30 weeks))
	Higher Professional Certificate	60 credits (20 weeks)

3. Grading

- The outcome of active, current learning experiences assessed by the College will be graded based upon the scale below.
- This grading scale applies to graded course credits earned through the College.

HD	High Distinction	85-100
DI	Distinction	75-84
CR	Credit	65-74
PA	Pass	50-64
SA	Satisfactory	Pass where no grade is given
RS	Re-sit	45-49
RD	Re-do	00-44
US	Unsatisfactory	Fail where no grade is given
I	Incomplete	
EX	External Enrolment	
XC	Cross Credit	

4. Protocol for Awarding Grade Point Average

- At the end of each semester or academic year, the GPA and Cumulative GPA will be calculated. However, the GPA will be posted only on the official transcript that is awarded at the end of the completion of a programme of study.
- Only Grades earned at MIC will be considered in the calculation of GPA.
- Transfer Grades will not contribute to GPA calculation. External Enrolment (EX) and Cross Credit (XC) are immediately applied to students enrolled at a level 5 or higher course, but will not contribute to the GPA Calculation.
- Only credited grades (HD, DI, CR, PA, and SA) will be used in the calculation of GPA.



5. Calculating the Grade Point Average

The GPA Calculation will depend on the type of enrolment. At MIC there are two types of student enrolment

- Semester wise enrolment
- Year wise enrolment

Semester wise Enrolment

- For each module, assign the credit points allocated according to syllabus [C_M]
- Assign the total sum of credit Points Per Semester [C_{ST}]
- Assign the total number of modules per semester [M_{ST}]
- Assign the max GPA score achievable [4]
- Calculate the Credit equivalent Total per Semester [$CE_{ST} = 4 \times M_{ST}$]
- For each module, calculate the Modular Credit Equivalent [$CE_M = \frac{C_M}{C_{ST}} \times CE_{ST}$]
- Assign the grade numerical scores to the grades contributing to GPA

Grade	HD	DN	CR	PA	SA
Grade Numerical Score (GNS_M)	4	3	2	1	4

- Calculate the earned points per module $EP_M = CE_M \times GNS_M$

9. Semester Grade Point Average =
$$\frac{\sum EP_M}{\sum CE_M}$$

- Cumulative Grade Point Average is taken by taking the average of the sum of the Semester Grade Points
- In the final transcript, the overall grade point average of all semesters is simply represented as Grade Point Average (GPA)

Year wise enrolment

GPA for year wise enrolment is calculated using the same procedure where, total sum of credit points are taken for the whole year and the total modules are taken for the whole year.

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