

Guidelines 1/2018: Grading and exams

Effective from October 1, 2018. The former Guideline 1/2015 is no longer valid.

These guidelines complement [Dean's Provision 17/2018](#) about grading and describe the examination in details.

Grade components. Each course requirement (e.g., homework, midterm, final, attendance) is a separately graded component. The final grade is the sum of points given to the components, where the maximal points are 100.

Written tests. Pure substitution should be followed as a general rule also within a single written test. That is, each portion of the test should be graded independently, and the overall number of points should be a sum of the points from the individual parts.

Grades. The thresholds for the grades are as follows:

- A: 90+ to 100
- B: 80+ to 90
- C: 70+ to 80
- D: 60+ to 70
- E: 50+ to 60
- F: 50 or less

Therefore, borderline results are assigned the lower grade (e.g., 90 is B).

Interpretation of grades is as follows:

- A: outstanding performance without errors
- B: above the average standard but with minor errors
- C: generally sound work with some errors
- D: fair but with significant shortcomings
- E: performance meets the minimum criteria
- F: considerable further work is required

Old 1-4 grades. To facilitate transition from the older 1-2-3-4 grading into the new A-B-C-D-E-F grading, please use the following mapping:

- A, B are for 1 (1+, 1-); C, D are for 2 (2+, 2-); E is for 3; and F is for 4.

Notice that in the official GPA calculations, the grades imply the following scores:

- A = 1, B = 1.5, C = 2, D = 2.5, E = 3, F = 4

Credible testing. If you suspect that the students may circumvent your testing procedures, please carefully check the credibility of your procedure. For instance, the students may easily share non-published problem sets from previous years. Or, students who use Aplia may easily download sample solutions from the Internet. The components where credibility is dubious (such as Aplia) may remain in place, but they should bear a very low weight in the overall grade.

No make-up for a finished overall A-E grade. Remember that if a student is given an overall grade A-E, the student cannot be offered a make-up (!).

Photo identification. In the case of an oral exam, please verify the identity of each student, e.g. using their photo in SIS or their ID card. In the case of a written exam, ask all students to prepare their student identity cards or other valid photo identifications before the test starts. The ID must be visible on their desk during the entire exam. During the exam, please walk around the room and randomly verify the students' identity.

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