



**LOS ANGELES UNIFIED SCHOOL DISTRICT
POLICY BULLETIN**

TITLE: Grade Point Average (GPA) for Class Rank Determination

NUMBER: BUL-1055.1

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Division of Instruction

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DATE: May 24, 2018

ROUTING
Local District Superintendents
Administrators of Instruction
Directors
Administrators of Operations
Counseling Coordinators
Secondary Principals
Secondary Assistant Principals
College Counselors
Counselors

POLICY: The purpose of this bulletin is to delineate District policy for determining the High School Grade Point Average and rank in class and to standardize procedures in senior high schools.

MAJOR CHANGES: This bulletin revises and replaces BUL-1055, *Grade Point Average (GPA) for Class Rank Determination*, dated June 7, 2004. The content and procedures have been revised to align with current District policy and to follow MiSiS procedures.

This bulletin also outlines and provides guidance regarding the Superintendent’s Honor Roll.

GUIDELINES: The following guidelines apply:

I. DEFINITION OF THE LAUSD OFFICIAL GRADE-POINT AVERAGE (GPA)

The District Grade Point Average (GPA) is the computation of a student’s marks earned in accredited schools from the ninth grade through the first semester of the twelfth grade.

II. USES OF THE LAUSD OFFICIAL GPA

- A. The LAUSD Official GPA is computed at the end of the first semester of the twelfth grade and used to:
1. determine class rank within the entire senior class of the school,
 2. determine the high honors (gold seal: 3.60 and above) and honors (silver seal: 3.0 to 3.59) designation awarded to graduates,
 3. determine Superintendent Honor Roll recipients (3.80 and above),
 4. select the valedictorian (highest GPA) and salutatorian (next highest GPA), and to select students for various school honors and awards.



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- B. For students applying for college admission, financial aid and various scholarships, a GPA may be reported that is based on criteria different from that used to determine the LAUSD Official GPA. Thus, the LAUSD Official GPA may not be applicable.

III. CRITERIA FOR DETERMINING THE LAUSD OFFICIAL GPA

- A. For a student's GPA to be included in the senior class rank, a minimum of 90 credits (three semesters of course work) must have been attempted in LAUSD schools, with one semester or two semesters in the fall of grade twelve.
- B. The LAUSD Official GPA is calculated at the end of the first semester of the twelfth grade. It includes all marks earned and received from accredited high schools in the ninth, tenth, and eleventh grades as well as the first semester of the twelfth grade. When a course is repeated, both marks are included in the GPA calculation. This LAUSD Official GPA is recorded on the student's cumulative record and is printed on the student's electronic transcript.
- C. The LAUSD Official GPA will include all credits for coursework completed prior to the last day of the Fall Grading Window of grade twelve. Any courses completed after that date will not be included in the official calculation.
- D. The LAUSD Official GPA is based on a four-point scale. Augmentation credit (0.025 points) is given for courses designated as Advanced Placement and for community college courses that meet either the student's graduation requirements and the Advanced Placement course standards as identified in BUL-1040.3, *Concurrent Enrollment in High School and Community College*, dated April 19, 2016 taken concurrently with prior approval from the school.
- E. Courses taken during the final semester of the senior year are not included in the LAUSD Official GPA Computation.
- F. Marks earned for all enrichment courses taken in summer school or intersession between eighth and ninth grades for high school credit are recorded in the ninth-grade column of the cumulative record and are included in the GPA. Similarly, marks earned for all subjects taken in summer school or intersession between the ninth and tenth grades, between the tenth and eleventh grades, and between the eleventh and twelfth are recorded in the appropriate tenth, eleventh, and/or twelfth grade columns.



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- G. Numeric credit received from non-accredited schools will be posted. Marks will not be posted; therefore, course work from non-accredited schools will not be included in the GPA computation. Refer to BUL-6838.1, *Criteria for Granting Instructional Credit in Secondary Schools*, November 21, 2017.
- H. Refer to BUL-1040.3, *Concurrent Enrollment in High School and Community College*, dated April 19, 2016, for procedures to include community college and college courses taken with prior approval from the school and meeting the student’s graduation requirements to the student record and to verify which courses meet the Advanced Placement Course standards and are approved to receive an augmented point (0.025 point).
- I. The LAUSD Official GPA for students who must remain in high school beyond the twelfth grade will include courses taken through the first half of the final year of attendance.

IV. COMPUTATION OF THE LAUSD OFFICIAL GPA

- A. The computation of the LAUSD Official GPA is the responsibility of the Assistant Principal, Secondary Counseling Services, or designee.
- B. When calculating the senior class rank, include the GPAs for seniors who have attempted a minimum of 90 credits (three semesters of course work) attempted in LAUSD schools, where at least 20 credits are taken in the fall of grade twelve.
- C. The LAUSD Official GPA will include all credits for coursework receiving a final mark no later than five days after the end of the Fall grading window. Any courses completed after that date will not be included in the official calculation.
- D. All computations that follow are for courses that would earn five credits if successfully completed. Courses that earn fewer than 5 credits will be computed as 2.5 credits or one-half of a course (0.5). The values of marks earned are as follows:

A = 4	B = 3	C = 2	D = 1	F = 0
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- E. Semester length courses designated as Advanced Placement earn augmented points using the following chart, if a passing mark is received. Determine the total numbers of semester courses taken that are applicable, locate the number below, and add the augmented points to the total grade points before calculating the average.



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1 = .025	5 = .125	9 = .225	13 = .325
2 = .050	6 = .150	10 = .250	14 = .350
3 = .075	7 = .175	11 = .275	15 = .375
4 = .100	8 = .200	12 = .300	16 = .400

F. The LAUSD Official GPA may be determined by the following methods:

MiSiS Computation:

- The MiSiS computation is the recommended procedure for determining LAUSD Official GPA

Manual Computation:

- A chart is prepared, as shown in the examples that follow
- Enter the number of courses attempted in the rows labeled A, B, C, D, and Fail
- Add the column of the number of courses attempted
- Multiply as required to compute the grade points by row
- Compute the total grade points by adding the column
- Compute GPA. Divide total grade points by courses attempted
- For college courses that meet the graduation requirements and the AP standards, add the augmented points to the computed GPA using the chart above in Section D. Refer to BUL-1040.3, *Credit for Concurrent Enrollment in High School and Community College*, dated April 19, 2016, for the most updated list of approved courses that receive the augmented point
- For Advanced Placement (AP) courses, add the augmented points to the computed GPA using the chart above in Section E

Example A:			
Marks	Number of Courses	Value	Grade Points
A	14.5	x4	58.0
B	19.5	x3	58.5
C	7.0	x2	14.0
D	1.0	x1	1.0
FAIL	1.0	x0	0.0
Attempted	43.0	Total Gr Pts	131.5
Preliminary GPA=131.5 / 43 (rounded to 3 decimal places)			
AP / College Courses (with augmented points) Passed = 3.0			
(Using Chart In D) + .075			
Augmented GPA = 3.133			
LAUSD OFFICIAL GPA = 3.13 (rounded to 2 decimal Places)			



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Example B:			
Marks	Number of Courses	Value	Grade Points
A	45.0	x4	180.0
B	0.0	x3	0.0
C	0.0	x2	0.0
D	0.0	x1	0.0
FAIL	0.0	x0	0.0
Attempted	45.0	Total Gr Pts	180.0
Preliminary GPA=180 / 45 (rounded to 3 decimal places)			
AP / College Courses (with augmented points) Passed = 9.0			
(Using Chart In D) + .225			
Augmented GPA = 4.225			
LAUSD OFFICIAL GPA = 4.23 (rounded to 2 decimal Places)			

V. CLASS RANK

A. The Purpose of Class Rank is to determine the relative academic standing of each student in a school’s graduating class. Class rank is based on the LAUSD Official GPA and used to determine the valedictorian(s) and salutatorian(s) of the senior class and to determine the awarding of high honors and honors designation as well as other awards. (Note: the school determines Graduation speaker(s).)

B. Method of Computing Rank

1. In determining the class rank, the LAUSD Official GPA is calculated only for students who have attempted a minimum of 90 credits (three semesters of course work) in LAUSD schools, where at least 20 credits are taken in the fall of the twelfth grade.

LAUSD Official GPA are ranked in numbered order from the highest to the lowest. There may be more than one student for any given rank. All students with the same GPA are given the same rank number. If a student’s GPA is not calculated, a class rank cannot be determined.

For Example:

If each of two students has a GPA of 4.25, both would be ranked No.1. If each of the next 3 students has a GPA of 4.00, all would be ranked as No. 3. These students are ranked No. 3 and not No. 2 because there are two students with a higher rank. If each of the next 4 students has a GPA of 3.96, all four would be ranked as No. 6. Continue numbering GPAs in descending order.



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Rank	Name	GPA
1	Carmen Aloya	4.25
1	Samuel Argo	4.25
3	Chris Atami	4.00
3	Arturo Montoya	4.00
3	John Smith	4.00
6	Gerald Brown	3.96
6	Barbara Green	3.96
6	Maria Hernandez	3.96
6	April Tenaya	3.96
10	Jamie Gonzalez	3.94
10	Rosa Gonzalez	3.94
10	Charles Jones	3.94
13	Mark Amber	3.93

VI. RECORDING THE GPA AND CLASS RANK

The LAUSD Official GPA and class rank are recorded on the cumulative record in section 7 – Graduation Data. See Cumulative Record Handbook for Secondary Schools, dated April 2017. In order to include the LAUSD Official GPA on the MiSiS transcript, the appropriate report parameters must be chosen prior to printing the transcript. See MiSiS job aid for detailed information. Refer to webpage: <https://achieve.lausd.net/misisjobaids>, choose category “Reports,” sub-category “Transcript Reports,” and choose “Print a Transcript.”

VII. SUPERINTENDENT’S HONOR ROLL

- A. The purpose of the Superintendent’s Honor Roll is to acknowledge and celebrate the academic success of L.A. Unified students who have earned a 3.80 or above GPA in “a-g” courses (as calculated in MiSiS using the CSU GPA).
- B. Students who earn this award will be given a district-issued cord symbolizing their academic achievement to wear on graduation day. Schools are encouraged to recognize Superintendent’s Honor Roll recipients in the graduation process.

VIII. IMPLEMENTATION

This policy was implemented according to the timeline listed below:

- A. The revised mathematical computation for the GPA was implemented with the graduating class of 1998.



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- B. Inclusion of the 9th grade marks in the computation of the LAUSD Official GPA was implemented with the Class of 2000.
- C. The current policy for including community college courses in the calculation of the GPA was implemented with the class of 2003 beginning with the community college courses taken in the fall of 2001.
- D. Credit for college/university courses will follow the same procedure as stated above in Section III, IV, and V for community college courses. These procedures for college/university courses took effect beginning with the students graduating in June 2005 and including college courses taken in the fall of 2004.

AUTHORITY: This is a policy of the Los Angeles Unified School District Board of Education that is in alignment with the California Education Code.

RELATED RESOURCES: A MiSiS job aid provides detailed step-by-step procedures to generate and print a class rank report of seniors. Access job aid here: <https://achieve.lausd.net/misisjobaids>. Click on Reports, scroll down to “Grades Reports,” and choose “Generate Class Rank Report.”

BUL-1040.3, *Concurrent Enrollment in High School and Community College*, dated April 19, 2016.

BUL-6838.1, *Criteria for Granting Instructional Credit in Secondary Schools*, dated November 21, 2017.

ASSISTANCE: For assistance or further information, please contact Jesus Angulo, Director of Academic and Counseling Services, at (213) 241-7510.