

# BBA TIP SHEET

## GRADES - HOW AM I REALLY DOING?

This information is provided to Bachelor of Business Administration (BBA) students to provide further information about topics of interest to students. For students in other programs, please speak directly to your faculty advisor for more information about how this information may pertain to your particular degree.

If you would like to assess how you're doing in your courses, here are some helpful hints to track your progress, as well as some things that the Advisors may look at to help you with any academic decisions throughout the year.

Do a check-in with yourself throughout the term and at these times, especially:

### Start of a Semester

Note the percent grade conversion to letter grades chart and the course grading rubric on every course outline; use this to keep track of how you are doing in each course.

Percentages	Alpha Grade	4.0 Point Scale	Description
95-100	A+	4.0	<b>Excellent</b> - Superior performance, showing a comprehensive understanding of subject matter.
85-94	A	4.0	
80-84	A-	3.7	
77-79	B+	3.3	<b>Good</b> - Clearly above average performance with knowledge of subject matter generally complete.
73-76	B	3.0	
70-72	B-	2.7	
67-69	C+	2.3	<b>Satisfactory</b> - Basic understanding of subject matter.
63-66	C	2.0	
60-62	C-	1.7	
55-59	D+	1.3	<b>Marginal performance</b> - Generally insufficient preparation for subsequent courses.
50-54	D	1.0	
0-49	F	0.0	<b>Fail</b> - Assigned to students a) who do not meet the academic requirements of the course, <b>or</b> b) who cease to continue in the course, but do not withdraw as per MRU policy.

NOTE: All courses are required to follow the percentage to alpha grade conversion table for final marks.

Before the last day to add/drop courses:

- ask yourself: how is my current workload? are there weeks where every course has a significant assignment due/exam? Are there conflicts with work/life events?
- check your mruGradU8. Are all the courses you are in filling the requirements you intended? If not, contact your advisor to see if it is an error in mruGradU8 (this happens sometimes!), or if you need to choose a different course.

### During the semester

Before the last day to withdraw:

- Ask yourself: of what is left in the course how likely am I to maintain this grade? are remaining assessments tests? assignments? are they cumulative? Do I need a particular grade in this course?
- If you are not sure how to calculate your current grade in the course, there are online calculators to help you with

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these calculations, or use the link to the SLS handout below:

MRUs Student Learning Services has put together a great resources to help you calculate your grade based on the breakdown on the course outline. Check out the [Grade Computation Handout](#) for a step-by-step process to figure out your grade as you progress through your courses.

If an event happens that impacts school (e.g. death in family, major illness):

- immediately contact your professors to let them know what has happened and ask about any temporary measures that can put in place to help you cope (e.g. deferring an exam/assignment).
- If the event is very serious and/or will likely continue to affect your school, you should consider withdrawing (W (Withdraw) or WC (Withdraw with Cause)), or an I (Incomplete) grade.

### Once you have your final grades for the semester:

#### If you have mostly As and Bs...

WooHoo! Keep doing what you're doing, but do a check-in to see if you are balancing school with other activities, too. If you had to put in tons of effort for these grades, meet with someone in SLS to see if there is a way to be more efficient with your studying. Grades are important, and you need to balance that with friends, volunteering, earning money, working out and fun. Reward yourself - be sure to apply for scholarships and review the criteria for Dean's Honour Roll, or explore other ways to get more from your degree (honours, term abroad, coop, student research).

#### If you have mostly Cs and Ds...

Yay! You passed everything. Note that although a 'D' grade is a passing grade, you need to maintain a 'C' average to remain in good standing, and to graduate. If you are passing your courses, but not earning more than C/D grades in most, you should be concerned. Meet with your advisor to talk about your experience, make sure you are accessing all available resources and to explore other ways to improve.

#### If you have mostly Fs and Ws...

Wow, either it was a struggle, or other things got in the way of school. If you got derailed or overwhelmed by all the other great things about being in post-secondary (friends, freedom, trying new things), and didn't put a lot of effort into studying, think about whether you are prepared to do things differently for the next term.

If you did put in lots of effort and didn't see that result in passing grades, you should meet with an advisor to explore that a bit. We'll make sure you are accessing all the available resources to help you turn things around.

Or, it is possible that now is not the best time for you to be in school. If you have significant commitments or stressors outside of school, taking a term off might be what you need. Students are allowed to be away from MRU for up to 6 consecutive terms. Before you leave, chat with your advisor and make a plan to return.