



# WebSource

## For the Classroom Your Transcript

### Discussion Questions

- What is a transcript?
- What are they used for?
- Why are they so important?
- What is a GPA?

### Activity: Calculating Your GPA

Students will learn how to calculate their GPA.

#### MATERIALS

- Sample transcript

#### PROCEDURE

1. Explain to the students that their GPA is an overall average of their grades. (Grade Point Average)
2. Pass out sample transcripts – one to each student. Review the overall transcript and point out the student's grades per semester.
3. Explain to students that they are going to calculate the overall GPA for the sample transcript. Be sure to explain to them the difference between weighted and unweighted GPA's. Each school uses a different scale to calculate grades (+/-) but the most common is below.
4. Have students fill out the GPA portion of the sample transcript next to each class's grade.
  - A = 4.00 grade points
  - B = 3.00 grade points
  - C = 2.00 grade points
  - D = 1.00 grade points
  - (Depending on your school, honors classes may be worth an extra point and AP classes may be worth two extra points.)
  - Pass/Fail classes do not receive a number value.
5. When students are finished, as a class, show them how to calculate an overall GPA. Add up all of the numbers in the GPA column and then divide the sum by the number of classes they took. That is the overall GPA.

#### EXTENSION

- Have students calculate their own GPA's.

## HIGH SCHOOL TRANSCRIPT SAMPLE

Name: Jane Doe  
 Address: 1234 Blueberry Rd  
 Big Town, State, Zip

Gender: F      Birth Date: 01/04/2001

School Name: Blueberry Hill High  
 Phone: 111-222-3333

Graduation Date: 5/2016  
 Person to Contact: Dad or Mom's Name

Grade	Year	Course Title	1st Semester		2nd Semester		Final		Yearly Cumulative Totals	
			Grade	Credit	Grade	Credit	Grade	Credit	Credits	GPA
9	12-13	Algebra I	B	0.50	A	0.50	B	1.0		
		Geography	B	0.50	B	0.50	B	1.0		
		Grammar & Composition I	A	0.25	A	0.25	A	0.5		
		Literature I	A	0.25	C	0.25	B	0.5		
		Biology I	C	0.50	B	0.50	B	1.0		
		Biology I Lab	B	0.25	B	0.25	B	0.5		
		PE	A	0.25	A	0.25	A	0.5		
		Health	B	0.25	B	0.25	B	0.5		
		Art I	B	0.50	A	0.50	B	1.0		
10	13-14	Algebra II	B	0.50	B	0.50	B	1.0		
		Geography	C	0.50	B	0.50	B	1.0		
		Grammar & Composition II	A	0.25	A	0.25	A	0.5		
		Literature II	A	0.25	A	0.25	A	0.5		
		Biology II	A	0.50	A	0.50	A	1.0		
		Biology II Lab	B	0.25	B	0.25	B	0.5		
		PE	B	0.25	C	0.25	C	0.5		
		Health	B	0.25	B	0.25	B	0.5		
		Art II	A	0.50	C	0.50	B	1.0		
11	14-15	Geometry I	A	0.50	A	0.50	A	1.0		
		Geography	B	0.50	A	0.50	A	1.0		
		Grammar & Composition III	A	0.25	A	0.25	A	0.5		
		English I	B	0.25	A	0.25	A	0.5		
		Chemistry I	B	0.50	A	0.50	A	1.0		
		Chemistry I Lab	B	0.25	A	0.25	A	0.5		
		PE	B	0.25	B	0.25	B	0.5		
		Health	B	0.25	B	0.25	B	0.5		
		Music I	A	0.50	A	0.50	A	1.0		
12	15-16	Geometry II	A	0.50	A	0.50	A	1.0		
		Geography	B	0.50	B	0.50	B	1.0		
		History I	A	0.25	A	0.25	A	0.5		
		English II	A	0.25	A	0.25	A	0.5		
		Chemistry II	A	0.50	A	0.50	A	1.0		
		Chemistry II Lab	B	0.25	B	0.25	B	0.5		
		PE	A	0.25	B	0.25	A	0.5		
		Health	B	0.25	B	0.25	B	0.5		
		Music II	A	0.50	B	0.50	A	1.0		

Credits and Grading Scale: A 90-100; B 80-89; C 70-79; D 60- 69; F below 60

Weight for one-credit courses (120 hours): A=4; B=3; C=2; D=1; F=0

AP Courses: A=5; B=4;

C=3

Activities: Library Volunteer, DAR Member, Art Guild Member, Museum Volunteer

ACT Score \_\_\_\_ date \_\_\_\_      SAT Score \_\_ date \_\_\_\_

Signed: Your signature here

Date: write date here