

## GPA Calculation Worksheet (Example shown below)

GPA TYPE \_\_\_\_\_  
Transfer, Major, Overall, etc.

- Record each course and letter grade in column 1. Record the number of GPA hours (units) in column 2.  
*Note: P/NP, I and W grades should not be used.*
- Highlight (or circle) the quality points awarded for each course based on the grade you received.
- Multiply the GPA hours (units) x the quality points for each course and record the total in the last column.
- Total all GPA hours (units) at the bottom of column 2.
- Total all quality points at the bottom of the last column.
- Divide total quality points by the total GPA hours (units) to get you GPA.

Course numbers: 1-49 are UC transferable - 1-99 are CSU transferable - 1-199 are Associate degree applicable  
*Limitations may apply. See Course Numbering System/Limitations in the De Anza College Catalog*

Column 1 Course	Column 2 GPA Hours (Units)	A+	A	A-	B+	B	B-	C+	C	C-	D+	D	D-	F	Last Column Total Quality Points	
										* See note below						
HIST 17A(B+)	4.0	4.0	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0	13.2	
PE 21A (A)	.5	4.0	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0	2.0	
MATH 112 (D)	5.0	4.0	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0	3.5	
		4.0	4.0	3.7	3.3	3.0	2.7	2.3	2.0	1.7	1.3	1.0	0.7	0.0		
<b>Total All GPA Hours</b>	<b>9.5</b>														<b>Total All Quality Points</b>	<b>18.7</b>

Convert semester units to quarter units before recording and calculating the GPA. Multiply semester units by 1.5 to convert.

Example: 3.0 semester units x 1.5 = 4.5 quarter units  
4.0 semester units x 1.5 = 6.0 quarter units

Quality Points **18.7** ÷ GPA Hours **9.5** = **GPA 1.96**

Calculate the GPA out to two decimal points, but do not round up.  
Example: 1.968 = GPA of 1.96

*\*De Anza College does not issue (C-) grades. However, a (C-) grade from transfer institutions may be used (1.7 quality points) in calculating the GPA.  
Note: A (C-) grade will not clear IGETC, or work in situations that require a (C) grade or higher.*

Use the blank worksheets on the next two pages to calculate your GPA.



