GPA Calculation Worksheet

Use this worksheet to manually compute unweighted and weighted GPA — useful for verification or when a college requests a GPA explanation.

THE FORMULA

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GPA = Σ (Grade Points × Credits) ÷ Total Credits Earned
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GRADE POINT REFERENCE

Grade	Standard	Plus/Minus	Percentage
A+ / A / A-	4.0 / 4.0 / 3.7	4.3 / 4.0 / 3.7	97–100 / 93–96 / 90–92
B+ / B / B-	3.0 / 3.0 / 3.0	3.3 / 3.0 / 2.7	87–89 / 83–86 / 80–82
C+ / C / C-	2.0 / 2.0 / 2.0	2.3 / 2.0 / 1.7	77–79 / 73–76 / 70–72
D / F	1.0 / 0.0	1.0 / 0.0	60–69 / Below 60

COURSE CALCULATION TABLE

COURSE NAME	GRADE LETTER	GRADE POINTS	CREDITS (Carnegie)	QUALITY POINTS (Col.3 × Col.4)

TOTALS			_____	_____

FINAL CALCULATION

Total Quality Points (sum of Column 5) = _____

Total Credits Earned (sum of Column 4) = _____

UNWEIGHTED GPA (Quality Points ÷ Credits) = _____