



**SEEDS OF FAITH
CHRISTIAN ACADEMY**

Policy No. 207
Section: Pupils
Title: Class Rank
Adopted: June 22, 2016
Revised:

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| 1. Purpose | The Board acknowledges the need for recognizing excellence in academic performance and the necessity for a system of computation to establish procedures in determining class rank, graduation honors, and other scholastic achievements worthy of distinction. It is the desire of the SFCA Board to create an educational environment that encourages academic and personal integrity for glory and honor to God. |
| 2. Authority | The SFCA Board authorizes the implementation of a system of class rank, using grade point average, for students in grades 9 - 12. All students shall be ranked together as a group. |
| 3. Definition | Class Rank – is the hierarchical ranking of students based on academic performance or grade point average. Ranking will be expressed in numerical order and be used to determine academic honors such as valedictorian and salutatorian. |
| 4. Guidelines | Class rank shall be based on academic performance for those classes/courses that yield a grade of “A” through “F.”

Class rank will be calculated at the end of the year. At the end of the year, class rank will be calculated by using each grade received for grading periods one (1) and two (2), and semester final; and grading periods three (3) and four (4), and semester final.

Students whose computed grade point averages are identical shall be given the same rank. The rank of the student who immediately follows a tied position will be determined by the number of the students preceding. |
| Pol. 209 | A student’s grade point average and rank in class shall be entered on the student’s record and transcript and shall be subject to Board policy on release of student records. |
| 5. Delegation of Responsibility | The Administrator/Principal or designee shall develop procedures for computing grade point averages and assigning class rank to implement this policy. A procedure for the method of computation and rank assignment shall be put in place and made known for those whom a student’s grade point average and class rank are released. |

SEEDS OF FAITH CHRISTIAN ACADEMY

Selection of Valedictorian and Salutatorian

The determination of class rank for the distinction of valedictorian and salutatorian shall be made when final grades for senior students have been submitted by the faculty according to the direction of the Administrator/Principal. A cumulative grade point average (GPA) is calculated for all high school level classes/courses based on the number of credits received and a 4.0 unweighted scale or a 5.0 weighted scale. Cumulative GPA's are used by SFCA to determine class rank, graduation honors, and eligibility for the National Honor Society. This information is reported on the high school transcript. The high school transcript is a record of all the final class/course grades received for high school level classes/courses.

- Cumulative grade point average will be determined by using the final grade in all classes/courses taken in grades 9, 10, 11, and 12.
- Cumulative average is determined by multiplying the class/course credit by the quality points earned and dividing the total quality points by the total number of credits.
- Cumulative grade point average will be recorded to the ten thousandth's decimal.

Unweighted 4.0 Scale

Grade	Points Awarded
A (93% - 100%)	4
B (92% - 85%)	3
C (84% - 77%)	2
D (76% - 69%)	1
F (68% - 0%)	0

Unweighted GPA 4.0 Scale (Example Calculation)

Class/Course	Final Grade	Credit	Quality Points
English 9	A	1.0	4
Algebra II	B	1.0	3
Am. History	A	1.0	4
Biology I	C	1.0	2
Spanish I	B	1.0	3
Bible	A	0.5	2
Art	A	0.5	2
Chorus	A	0.5	2
PE	C	0.5	1
Total		7.0	23

GPA = Quality Points (23) divided by Total Credits (7.0)
GPA = 3.2857

Weighted 5.0 Scale

Grade	Points Awarded
A (93% - 100%)	5
B (92% - 85%)	4
C (84% - 77%)	3
D (76% - 69%)	2
F (68% - 0%)	0

Weighted GPA 5.0 Scale (Example Calculation)

Class/Course	Final Grade	Credit	Quality Points
English (H)	A	1.0	4
Calculus (AP)	B	1.0	4
Political Issues	A	1.0	4
Chemistry (AP)	C	1.0	3
Spanish II	A	1.0	4
Bible	A	0.5	2
Art	A	0.5	2
Chorus	A	0.5	2
PE	C	0.5	1
Total		7.0	26

GPA = Quality Points (26) divided by Total Credits (7.0)
GPA = 3.7142

The selection of the valedictorian and salutatorian will be determined by using the following formula:

1. The cumulative grade point average:

4.0000 and up = 4
3.9999 to 3.7500 = 3.5
3.7499 to 3.5000 = 3
3.4999 to 3.2500 = 2.5

2. The number of quarter grades on the report card less than a grade of A will be given the following values:

No grade less than an A = 4
1 grade less than an A = 3
2 to 3 grades less than an A = 2
4 or more grades less than an A = 1
5 or more grades less than an A = 0

3. The number of weighted courses/classes with a grade of B or better.

4. Item numbers 1, 2, and 3 will be added together for a combined total. The student with the highest total number will be the valedictorian. The student with the second highest total number will be the salutatorian. An example is provided below:

Example:	GPA of 4.02	= 4.00
	1 quarter grade of B	= 3.00
	3 weighted courses/classes	= 3.00
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	Total	10.00

In the event of a tie for the position of valedictorian or salutatorian, the student with the most credits earned among those tied will be declared the valedictorian. The student with the next highest number of credits will be the salutatorian. A minimum total number of three (3) points must be achieved to earn the distinction of valedictorian or salutatorian.

Classes/courses taken outside of the school curriculum offered by SFCA may be included in the calculation of the GPA if reported on the transcript. Requests for outside classes/courses must first be approved by the Administrator/Principal. If approved, the classes/courses will be considered eligible for GPA calculation and will be recorded on the transcript with the accompanying earned grade.

No more than two (2) outside classes/courses may be taken during one school year for inclusion in the calculation of GPA. Additional classes/courses will not be included in the calculation of the GPA but will be recorded on the transcript.

Transferred classes/courses from another institution may be approved pending review by the Administrator/Principal for inclusion of GPA calculation.

All grades and credits earned for repeated classes/courses will be included in the calculation of the GPA if both grades and credits are reported on the transcript.

Pass/Fail grades and credits earned for classes/courses will not be included in the calculation of the GPA but may be reported on the transcript.