How to use the Custom GPA Calculator

1. Open the calculator by clicking on “Custom GPA Calculator” located at the top of the audit.

2. The calculator opens in a separate window.

3. Select the courses you wish to include in a GPA. For example, I only want to include courses in PSYC. By using the checkboxes, I select the courses in PSYC.

4. Click “Calculate Custom GPA” at the bottom of the calculator.

5. The GPA will appear on the right side of the calculator.
Please note:

A. The calculator includes UGA and transfer credits.

B. In order to obtain an accurate GPA, courses that are shared only appear once in the listing of courses for the calculator. If you are trying to calculate a GPA for an area, you need to check the audit to see what courses are used and make sure all are selected in the calculator. For example, the audit shows the following courses for area F/VI. Note the red shared courses.

<table>
<thead>
<tr>
<th>Course ID</th>
<th>Letter Grade</th>
<th>Credits</th>
<th>Term</th>
</tr>
</thead>
<tbody>
<tr>
<td>BIOL 1103</td>
<td>C</td>
<td>3.0</td>
<td>Fall 2011</td>
</tr>
<tr>
<td>BIOL 1103L</td>
<td>A</td>
<td>1.0</td>
<td>Fall 2011</td>
</tr>
</tbody>
</table>

To calculate the area F/VI GPA, you must select the shared courses from the college block, area II and area III in addition to area F/VI on the calculator. The calculator should be used in conjunction with the audit when calculating these types of GPAs.

C. Courses with grades that are excluded from GPA calculations are not listed for the calculator. For example, you will not see courses with WP, S or U grades. Only courses with grades A thru F and WF are listed.

D. Courses that are Duplicate Credit or Repeats appear with a “D” or “R” after the grade on the calculator.

E. The Printer-Friendly View changes the window to an easy to print format. Click “Return” when ready to go back to the calculator.