

Transcript and GPA Administrative Regulation (AR)

LPSD and Previous High School Courses

The intent of the LPSD transcript is to be an accurate representation of a student's high school career. All courses completed at LPSD for high school credit will be included on the transcript with the corresponding grades.

All high school courses accompanying a transfer student from their previous high school(s) will also all be included on the LPSD transcript under their corresponding high school name.

Optional Non-LPSD Courses

If a student has additional high school courses that are not on their high school transcripts, they may include them on the LPSD transcript by submitting the official transcript from that institution to the Curriculum Director with a written request. Examples include: APEX, BYU. (Though several courses may be listed on a non-LPSD transcript, the student/parent retains the right as to which, if any, of the courses shall be transferred to the LPSD transcript. This decision becomes irrevocable upon the issuance of the high school diploma.)

Optional Dual Credit College Level Courses*

A student may also take classes for credit from postsecondary institutions. When considering postsecondary courses, the student has three choices:

1. to not list them on the LPSD transcript
2. to list them as college courses on the LPSD transcript under Citizenship just as evidence of rigor
(not counted in GPA)
3. to apply to LPSD for Dual Credit, and, if approved, list them on the LPSD transcript with a weighted GPA which is outlined below.

Pass/Fail Courses:

All pass/fail courses can count as earned/not earned credit, but will not be counted in a student's overall GPA.

Grade Point Average (GPA) and Weighted Courses

All LPSD high school courses listed on the transcript, except for Pass/Fail courses, shall be used to calculate the GPA. The customary point value shall be: A = 4.0, P/B = 3.0, C = 2.0, D = 1.0, and F = 0.0.

For non-LPSD courses being transferred into LPSD (such as students who transfer from another school district), the customary GPA Point Conversion Chart listed below will be used:

Point Value Conversion			
LPSD Letter Grade	Traditional Letter Grade	Numerical	GPA Point

		Grade	Value
A (Advanced)	A+	97-100	4
	A	93-96	4
	A-	90-92	3.7
P (Proficient)	B+	87-89	3.3
	B	83-86	3
	B-	80-82	2.7
D (Developing)	C+	77-79	2.3
	C	73-76	2
	C-	70-72	1.7
	D+	67-69	1.3
	D	65-66	1
E (Emerging)	F	0-64	0

College Courses will be weighted. Courses of equivalent rigor (Advanced Placement, International Baccalaureate, ect) may also be weighted upon request, but at the sole discretion of the Curriculum Director. The point value for weighted courses shall be A = 5.0, P/B = 4.0, C = 3.0, D = 2.0, and F = 0.0.

Course Repeats/Grade Replacement

A student may elect to repeat a course to earn a better grade in that same course or in a course of at least equivalent rigor and similar content. A student who completes this course with a better grade can submit the new course/grade to the Curriculum Director. If the replacement course is approved, then the new course/grade shall completely erase and then replace the prior course/grade from the transcript.

Grade Changes

The teacher of record is responsible for submitting grades to the Registrar. If there is a mistake or additional work comes in that can be counted, the teacher of record can change their own grade for a student in writing to the Registrar. In general, a teacher's grade determination is final unless there's a clerical or mechanical error, fraud, bad faith, or incompetency. The teacher should be given the opportunity to explain why they gave the grade, and should be included in any discussions about changing it. There are few exceptions, but 1) the principal can change a grade if it's due to any of the above reasons, 2) a principal can change or enter the grade if the teacher of record is no longer employed or is suspended or disabled, and the 3) Curriculum Director or other Superintendent designee can change a grade if required by a judicial order or legal settlement. Any changes must be in writing and transparent to the Superintendent or his/her designee.

*see Dual Credit policy [LINK](#)