



Ted Strickland, Governor
Eric D. Fingerhut, Chancellor

Board of Regents

University System of Ohio

HEI Data Bulletin No. 1

Date: January 5, 2009

Issue: Reporting of Points and Hours Used to Calculate GPA

Files affected: Student Enrollment (SN)

During recent audits of Student Enrollment (SN) file data, we have encountered some misreporting of the data in the **Cumulative Grade Point Average (GPA) Credit Hours** and **Cumulative GPA Quality Points** fields. These fields are used to calculate the Cumulative GPA.

The Cumulative GPA Quality Points divided by the Cumulative GPA Hours should equal the Cumulative GPA as reported on a student's transcript at the end of the reporting term. The error that we have seen most frequently is the reporting of the "Cumulative Credit Hours Earned" instead of the Cumulative GPA Hours. These two "Hours" figures will be different to the extent that students take courses that do not carry quality points, such as Pass/Fail courses.

Most of the time, the Earned Hours are equal to or greater than the GPA hours, so the misreporting results in a tendency to under-calculate the GPA.

Through examination of HEI data, we have also encountered cases where the Cumulative Hours Earned and the GPA Hours seem to be "flipped."

Resolution (s):

- Institutional Self-Audits
- Possible resubmission of SN data
- More detailed SN file instructions
- New SN file edits
- Modification of SN file layout to include collection of the Cumulative GPA in addition to the GPA Hours and Points

All institutions should review their own data to check whether or not the correct figures are being reported in these hours and points fields. Regents' staff will prepare summary reports that may assist institutions in their data-checking.

If errors are found, institutions may wish to resubmit some of their SN data files. Regents' staff will review and discuss situations on a case by case basis.

Regents' staff are investigating ways in which this data discrepancy can be prevented from occurring. We have proposed revisions in the SN file instructions that describe in more detail the hours that should be included in GPA Hours (see below). We are also thinking of edits that might better identify incorrect data, and considering a modification to the SN file in which all three GPA elements are collected: GPA points, GPA hours, and the GPA. An edit can be written that requires the calculated GPA (Points divided by Hours) to equal the reported GPA.

Existing GPA Hours and GPA Quality Points Definitions:

Cumulative Grade Point Average (GPA) Credit Hours	Enter the cumulative hours attempted, expressed in hundredths, at all campuses of this institution which are used in the calculation of student GPA as of the end of the term.	Numeric 5 characters Columns 20-24
Cumulative GPA Quality Points	Enter the GPA Quality Points, expressed in hundredths, associated with credit hours reported in Cumulative GPA Credit Hours based on a 4.000 scale as of the end of the term.	Numeric 6 characters Columns 25-30

Revised GPA Hours and GPA Quality Points Definitions:

Cumulative Grade Point Average (GPA) Credit Hours	Enter the cumulative hours attempted, expressed in hundredths, at all campuses of this institution. In this instance, attempted credit hours are defined as the total number of credit hours which are used to calculate a student's cumulative GPA. Any credit hours that do not affect the cumulative GPA should not be included (i.e. course withdrawal, audit, pass/no-pass, etc). The cumulative GPA credit hours attempted should equal the total hours that are used in calculating the student's cumulative GPA as of the end of the term.	Numeric 5 characters Columns 20-24
Cumulative GPA Quality Points	Enter the cumulative GPA Quality Points (grade points), expressed in hundredths, at all campuses of this institution. In this instance, cumulative GPA Quality Points are defined as the total number of quality points that are earned in the courses that are used to calculate a student's cumulative GPA on a 4.00 scale. The Cumulative GPA Quality Points divided by the Cumulative GPA Credit Hours should equal the student's cumulative GPA as of the end of the term.	Numeric 6 characters Columns 25-30