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| FREDERICK COUNTY PUBLIC SCHOOLS | Reg. No. 400-13 |
| Subject: CLASS RANKING | Date of Issue: 6/1/79 |
| Preparing Office: Office of the Superintendent | Amended: 10/12/05 |

I. Policy

II. Procedures

A. A student's class rank shall be calculated annually during high school. All final grades in all classes beginning with high school courses taken in the middle school for credit (Reg. No. 500-10) will be calculated. All schools shall rank students numerically.

1. Calculation: Total credits are divided into total quality points. The letter A is worth 4 quality points; the letter B is worth 3 quality points; the letter C is worth 2 quality points; the letter D is worth 1 quality point; the letter F is worth 0 quality points. Fractional credit values are converted to like fractional quality point values (example: An A in a 3/4 credit course is worth 3 quality points). F grades will be counted as a credit attempted and will be included in the calculation. No course shall be given more "weight" in the calculation than any other. No credit or quality points shall be given for being an aide in the secondary schools of Frederick County.

2. Dividing the total number of quality points for a student by the total number of Carnegie units will result in obtaining the grade point average. Grade point averages shall be assembled and divided into ten equal groups. A student whose grade point average falls within the highest group is said to be in the first ten percent of his class. The school shall furnish its latest class ranking and grade point average upon request to prospective employers and colleges with the permission of the student. Grade rank shall be reported in this manner unless students, colleges or employers request specific class ranking. In these cases the information shall be given.

B. A calculation for weighted grades shall be performed. Students who have accessed the highest-level courses will be provided a higher GPA that awards more points based on the rigor of the classes. Both weighted and unweighted grade point averages and class rank shall appear on a student's high school transcript. All final grades in all classes beginning with high school courses taken in the middle school for credit (Reg. No. 500-10) will be calculated. The students will be ranked numerically.

1. Weighting System

a. Applies solely to Honors, Advanced, and Advanced Placement (AP) courses and International Baccalaureate (IB) courses. Additional weighted courses including foreign language are identified in the high school course-offering guide.

- b. In any of the Advanced courses:
 - (1) An "A" is calculated as 5 quality points on a four point system.
 - (2) A "B" is calculated as 3.75 on a four point system.
 - (3) A "C" is calculated as 2.50 on a four point system.
 - (4) A "D" is calculated as 1.25 on a four point system.
- C. This grade weighting does not replace the current ranking system being used to determine membership on an honor roll or membership in the National Honor Society.
- D. Each school retains the option of re-ranking its students, based on grades earned during the senior year for honors or other purposes. This re-ranking shall follow the calculation procedures outlined above.

Approved:

Original signed by

Linda D. Burgee
Superintendent