

Guidance for Rounding and Decimal Places in IEHMS Assessments (Healthcare Programmes)

The University Code of Practice on Assessment refers to rounding only in the context of determination of overall Common Grading Scale (CGS) course grade by aggregation of grade points only.

A general principle for rounding in assessment would be to minimise the use of rounding to ensure that marks are accurate reflections of student achievement, and only of student achievement.

The CGS scale now has a grade point range. Course grades should no longer be rounded up so that the alphanumeric grade for the course will be determined by the unrounded numeric grade to 2 decimal places. The numeric grades, shown on students' transcripts, should be released to 2 decimal places. This may improve transparency for students.

Data management

The achieved unrounded marks (converted to percentages if necessary (also unrounded)) are stored in the data management system (Excel). The marks are displayed to 2 decimal places and stored to a greater number of decimal places. This ensures that no results are 'lost' and no students are either advantaged or disadvantaged in the rounding process.

It is the unrounded overall assessment mark (i.e., the mark arrived once all weighted individual paper marks are brought together) to 2 decimal places that will be used for the purpose of determining the CGS.

Feedback to students

In the final student feedback documents these numbers are displayed either as fractions or as percentages.