

The following pages 2-4 are the excerpts from the Academic Handbook 2020 of Nazarbayev University (2020 since I was admitted that year). It indicates both the maximum passing grade (GPA of 4.00) and the minimum passing grade (GPA of 1.00) as well as the minimum passing grade for graduation (cGPA of 2.00). The handbook can be found at the official website of the Registrar of Nazarbayev University:

<https://registrar.nu.edu.kz/page/academic-handbook>

The page 5 contains the explanation of the grading system issued by the Registrar in a transcript of records. It does not explicitly specify the minimum passing grade for graduation thus pages 2-4 were added.

The following Common Grading Scale is applied to all NU undergraduate programs:

Letter	%	Quality points	Explanation
A	95-100	4	Excellent; exceeds the highest standards in the assignment for course.
A-	90-94.9	3.67	Excellent; meets the highest standards for the assignment or course.
B+	85-89.9	3.33	Very good; meets high standards for the assignment or course.
B	80-84.9	3.00	Good; meets most of the standards for the assignment or course.
B-	75-79.9	2.67	More than adequate; shows some reasonable command of the material.
C+	70-74.9	2.33	Acceptable; meets basic standards for the assignment or course.
C	65-69.9	2.00	Acceptable; meets some of the basic standards for the assignment or course.
C-	60-64.9	1.67	Acceptable, while falling short of meeting basic standards in several ways.
D+	55-59.9	1.33	Minimally acceptable; falling short of meeting many basic standards.
D	50-54.9	1.00	Minimally acceptable; lowest passing grade.
F	0-49.9	0.00	Failing, very poor performance

Special administrative grades and notations are used on transcripts, which apply to all University programs. The administrative notations in Table 2 do not affect the calculation of either the GPA or the CGPA:

AU	Audit
AW	Administrative Withdrawal
I	Incomplete
IP	In Progress
TC	Transfer Credit
W	Withdrawal

GPA calculation.

The Cumulative GPA (CGPA) is computed by dividing the total cumulative grade points by the total graded credits attempted for courses taken in residence at NU. Grade points are calculated by multiplying the number of credits by the numeric value of the grade for each course. The sum of the grade points is then divided by the total graded credits attempted. The total graded credits attempted, not the credits earned toward graduation, are used in computing the GPA.

Grade appeals.

All students have the right to appeal any grade that they believe is in error. The error must be based on one of the following criteria:

- 1) error in calculation;
- 2) error in application of the class grade policy as presented in the Course Syllabus;
- 3) incorrect entry of the grade into the database;
- 4) incomplete marking of an assessment.

Appeal process for exam grade.

- 1) A student must first consult with the course instructor within 3 (three) working days of the receipt of the contested grade.
- 2) The course instructor has 3 (three) working days in which to address the concern and file a Change of Grade if needed, or deny the request.
- 3) If a student is still dissatisfied, he or she may appeal to the Dean or Vice Dean of the relevant School within 3 (three) working days upon the receipt of the denial from the course instructor.
- 4) The Dean or Vice Dean shall consult with the instructor before making any decision. The decision of the Dean or Vice Dean shall be final.

Mid-semester reports.

Mid-semester status reports and other provisional grades are not permanent and changes will not be accepted.

Mid-semester status reports are required from all course instructors in all courses to help University to identify and assist students who may need additional academic guidance.

Mid-semester grading will be based on the following system:

- 1) Satisfactory (S) – a student who is at a minimum C or above with excellent attendance.
- 2) Non-Satisfactory (NS) – a student who is at a C- or below with attendance problems and other issues that may keep the student from successfully completing the courses.

ACADEMIC STANDING

To continue in any UG program at University, a student must be in Good Academic Standing at the conclusion of Fall and Spring semesters excluding Summer term.

Good Academic Standing

A student having a CGPA and GPA of a 2.00 or above is considered to be in Good Academic Standing.

Academic Warning

A student with 3 (three) or more NS grades is placed on Academic Warning after the mid-term status reports are submitted. This status warns them that they are at risk of being placed on academic probation at the end of the semester. Notification of Academic Warning will be sent by the Office to the student, the School's Vice Dean and the student's advisor.

The student will be advised to limit their social activities during this period and may not be considered for University sponsored travel.

Academic Probation

A student who fails to satisfy conditions for Good Academic Standing at the end of Fall and Spring semesters, will be placed on Academic Probation. At the end of one semester of Academic Probation, students are subject to dismissal from University if they have not achieved the necessary conditions as stated above to return to Good Academic Standing.

In exceptional cases, the Dean of the relevant School may recommend to extend an Academic Probation for a second semester based on the evidence of improvement, overall academic progress, and the student's potential to return to Good Academic Standing and eventually to graduate on time.

This recommendation must be submitted to the VPAA indicating the grounds for the recommendation. The final decision on extension of the Academic Probation for another semester is made by the VPAA.

Students who are progressed on a conditional basis are required to achieve a GPA of 2.00 or above during their first semester as a student. If a conditionally progressed student fails to achieve a 2.00 GPA in their first semester, the first semester will automatically be adjusted to read as "1st probation", thereby placing them on "2nd probation" in their second semester.

Conditionally progressed students who fail to achieve and maintain a CGPA of 2.00 or above in their first year are subject to dismissal.

Limit to Consecutive Semesters on Academic Probation. Under no circumstances may a student be on Academic Probation more than 2 (two) consecutive semesters or for more than 3 (three) semesters in total.

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KEY TO TRANSCRIPT GRADES AND SYMBOLS

GENERAL INFORMATION

The autonomous organization of education Nazarbayev University (hereinafter – University) was granted autonomous status by the special national legislation. Its activity is regulated by the Law of the Republic of Kazakhstan dated January 19, 2011 “On the status of “Nazarbayev University”, “Nazarbayev Intellectual Schools” and “Nazarbayev Fund”. The educational process of the University is built on the basis of its own educational standards in collaboration with global partner universities.

ACADEMIC CALENDAR

The academic year varies between programs and generally consists of Fall, Spring semesters and one condensed Summer term.

Doctor of Medicine: Academic year consists of intensive courses which run daily, along with longitudinal courses which run once a week and are marked with asterisk.

CREDIT

The unit of measure for academic purposes is ECTS (the European Credit Transfer and Accumulation System)* – a quantified means of expressing the volume of learning based on the workload students need in order to achieve the expected outcomes of a learning process at a specified level.

Doctor of Medicine: Courses are measured in weeks.

GRADING SYSTEM

Applicable to 1) undergraduate students 2) graduate students before Fall 2020

Letter Grade	Definition	Quality Points	Used in GPA
A	Excellent	4.00	Yes
A-	Excellent	3.67	Yes
B+	Very good	3.33	Yes
B	Good	3.00	Yes
B-	More than adequate	2.67	Yes
C+	Acceptable	2.33	Yes
C	Acceptable	2.00	Yes
C-	Acceptable	1.67	Yes
D+	Minimally acceptable	1.33	Yes
D	Minimally acceptable	1.00	Yes
F	Fail	0.00	Yes

Applicable to graduate students starting from Fall 2020

Letter Grade	Definition	Quality Points	Used in GPA
A	Excellent	4.00	Yes
A-	Excellent	3.67	Yes
B+	Very good	3.33	Yes
B	Good	3.00	Yes
B-	More than adequate	2.67	Yes
C+	Acceptable	2.33	Yes
C	Acceptable	2.00	Yes
C-	Acceptable	1.67	Yes
F	Fail	0.00	Yes

GRADUATE SCHOOL OF BUSINESS

Applicable to students enrolled before Fall 2020

Letter Grade	Definition	Quality Points	Used in GPA
SP	Superior Pass	4.00	Yes
HP	High Pass	3.50	Yes
P	Pass	3.00	Yes
LP	Low Pass	2.50	Yes
F	Fail	0.00	Yes

DOCTOR OF MEDICINE

Letter Grade	Definition	Quality Points	Used in GPA
PH	Pass with Honors	N/A	No
P	Pass	N/A	No
F	Fail	N/A	No

ADMINISTRATIVE GRADES

Letter Grade	Definition	Quality Points
PD	Pass with Distinction**	N/A
P/F	Pass/Fail***	N/A
AU	Audit	N/A
I	Incomplete	N/A
IP	In Progress	N/A
IPS	In Progress Satisfactory	N/A
IPU	In Progress Unsatisfactory	N/A
W	Withdrawal	N/A
AW	Administrative Withdrawal	N/A
TC	Transfer credit	N/A

GRADE POINT AVERAGE (GPA)

University uses a 4-point grading system. Student's GPA is calculated by multiplying the number of credits by the numeric value of the grade for each course. The sum of the grade points is then divided by the total graded credits attempted.

ACADEMIC STANDING

Student who fails to maintain Good Academic Standing based on GPA will be placed on an Academic Probation. At the end of academic probation period, students are subject to dismissal from the University if they have not achieved necessary conditions.

LEAVE OF ABSENCE

Student on a Leave of Absence for extraordinary circumstances that prevent the student from continuing classes will be withdrawn from all currently registered courses.

TRANSFER OF CREDITS

Credits for courses taken at other accredited higher education institutions in Kazakhstan or abroad can be transferred to students' University record with “TC” grade. Transferred credit is given only for courses with specified grade or above, no grade is transferred.

TRANSCRIPTS FROM OTHER INSTITUTIONS

University does not issue copies of transcripts or other documents received from other institutions.

ABBREVIATIONS AND DEFINITIONS

GPA	Grade Point Average
Semester GPA	GPA for one particular semester
Cumulative GPA (CGPA)	GPA based on grades from all courses taken from the beginning of study for each degree
AttCr (Attempted credits)	The total number of credits which the student was registered for at the beginning of the semester
Cr (Credit)	The number of earned credits

DEGREE HONORS DESIGNATION

Undergraduate programs

Distinction – 4.00 CGPA;

Summa Cum Laude – 3.90 CGPA and above;

Magna Cum Laude – 3.80 CGPA and above;

Cum Laude – 3.67 CGPA and above.

Master programs

Distinction – 4.00 CGPA;

Graduated with Honors – top 10% of students from each program.

Transcripts in any of Kazakh, Russian and English languages have the equal legal validity. Transcripts of the University are considered official only when they include official stamp of the Office of the Registrar and signature of the Registrar or an authorized person of the University. The language of instruction at the University is English except for the Bachelor in Nursing program.

* ECTS Users Guide, Luxembourg Office of Official Publications of the European Community, 2009
** Applicable not for all programs
*** Applicable for P/F courses only