MAGES-Grading System & Assessment Policy

1. Grading System

Student academic performance at MAGES is assessed using a Grade Point Average (GPA) grading system.

Module Grade	Transcript / Examination Result	Marks (%)	Grade Point
A	Distinction	80—100	4
B	Good	70—79	3
C	Credit	60—69	2
D	Pass	50—59	1
D-	Pass in Supplementary Assessment	Capped at 50	1
F	Fail (Fail by Attendance / Fail by Marks)	0	0
E	Exempted	Not Applicable	Not Applicable

Overall GPA Calculation

The Weighted Grade Point Average (GPA) is calculated using the following formula:

Weighted GPA = Total GPA Score / Total Course Credits

The final GPA will be rounded to two decimal places.

2. Attendance Requirements for Assessment

- All students are required to maintain a minimum attendance of 80% for each module.
- Students who accumulate more than 20% absence (i.e. attendance below 80%) will fail the module.
- Students who fail to meet the minimum attendance requirement will receive a FAIL grade with a score of Zero (0), classified as Fail by Attendance.
- Students who fail a module due to insufficient attendance must retake the entire module when it is next offered. The applicable re-module fee will be imposed.

3. Assessment Requirements

1. To pass a module, students must meet all the following minimum assessment requirements:

    a. Achieve at least 50% in the Internal Assessment.

    b. Achieve at least 50% in the External Assessment (Module Project).

    c. Achieve an overall aggregate assessment score of at least 50%.

2. Students must satisfy all three requirements to pass the module. Achieving an overall aggregate score of 50% or above does not constitute a pass if the minimum requirement for either the Internal Assessment or External Assessment (Module Project) is not met.
3. Students who fail to achieve the minimum 50% requirement in the Internal Assessment will not be permitted to proceed to the External Assessment (Module Project) and will be required to retake the entire module.

4. Re-examination (Supplementary Assessment)

4.1 Eligibility for Re-examination

a) Students who have met the minimum attendance requirement of 80%, attempted and passed all required Internal Assessments and assignments, but failed the External Assessment (Module Project), will be eligible for one supplementary assessment.
b) Students will receive a FAIL grade for the module pending the supplementary assessment outcome.

4.2 Supplementary Assessment Process

a) Students are required to pay the applicable re-examination fee and resubmit the Module Project as a supplementary assessment.
b) The supplementary assessment will be treated as a re-examination of the failed Module Project.
c) The maximum grade awarded for a supplementary assessment is D- (Pass in Supplementary Assessment), equivalent to a maximum score of 50%.
d) Students who have already obtained a Pass Grade for their Module Project are not permitted to resubmit the project to improve their grades.

4.3 Failure of Supplementary Assessment

a. If a student fails the supplementary assessment, he/she will be required to retake the entire module when it is next offered.

b. No further supplementary assessment will be permitted for the same module.

5. Re-module

1. Students will be required to retake the entire module under the following circumstances:

    a. Failure to meet the minimum attendance requirement of 80%.

    b. Failure to achieve the minimum 50% requirement in the Internal Assessment.

    c. Failure of the supplementary assessment for the External Assessment (Module Project).

    d. Failure to achieve the overall minimum passing requirement of 50%, where the student is not eligible for supplementary assessment.

2. Students who are required to re-module must retake all required assignments, assessments and the Final Project for the entire module.
3. Students must sign an addendum to the Student Contract and pay the applicable re-module fee before the commencement of the module.

6. Supplementary Assessment Limits

1. A student is permitted only one supplementary assessment per module.
2. A student is permitted a maximum of two supplementary assessments throughout the entire course of study.
3. The maximum of two supplementary assessments applies across all modules undertaken during the student's course of study.
4. If a student fails a supplementary assessment, he/she must retake the entire module when it is next offered.

7. Exemption

1. A student may be granted exemption from a module if he/she has previously completed the same or an equivalent module within MAGES and obtained a minimum Pass Grade.
2. Exemption may also be granted for the same or an equivalent module completed at another educational institution, subject to the Transfer of Credits Policy.
3. Students who wish to apply for module exemption must submit their application before enrolment in the course.
4. All exemption applications are subject to MAGES' review and approval.

8. Process and Fees for Re-examination / Re-module

1. Students who are eligible for supplementary assessment may request a Re-examination or Project Resubmission in accordance with the requirements outlined in this policy.
2. Students who are required to re-module must retake the entire module when it is next offered.
3. An addendum to the Student Contract must be signed, and the applicable fees must be paid before the commencement of the re-module.
4. The applicable fees for Re-examination or Re-module are outlined in Section C (Miscellaneous Fees) of the Student Contract.