Step by Step Instructions:
GPA Calculators

- Log into Degree Works through eServices
- If you are an advisor, select or search for a student. (See Finding a Student or List of Student tutorials)
- Click the three ellipses at the top right of the screen and select “GPA calculator”

A “GPA Calculator” window will pop open on your screen. You will see two tabs that give you the option to use a Term Calculator or Advice Calculator.

Term Calculator

- Remember to read the announcement at the top of the page
- The courses the student is currently enrolled in will be displayed, as well as the current GPA and credits earned.
As an example for this student we’re going to enter in the 4 courses that they are currently enrolled in. We’re going to suggest that this student has withdrawn from one course, will be receiving a B in another, and A’s in the rest. It will look like so when entered.

**NOTE: Make sure to manually adjust the credits to 0 for the class the student has withdrawn from so it does NOT calculate the GPA as if an F were earned.**

By clicking “Calculate” you will be shown the student's potential GPA if they earn the entered grades.

**NOTE: By achieving the grades listed here, your GPA at the end of the term will be 3.505**
• If you need to adjust any of the inputted information, just click the “Recalculate” button at the bottom left hand side of the screen and you will be taken to the previous screen.

**NOTE: Degree Works calculators are tools for students and advisors, but none of the calculators are an official GPA record. The only official Virginia Commonwealth University GPA is found on a student’s academic transcript, and NOT in Degree Works.**

Advice Calculator

**NOTE: The Advice Calculator will show how many credits must be earned with certain grade averages to achieve a desired GPA.**

• Select “Advice Calculator” from the left side bar.

• Enter the student’s desired GPA in the desired GPA box and click “calculate.”
The results page will show you how many credits the student must have at a certain grade average to achieve the desired GPA as entered.

You can see based on the results that the student needs 59 credits at 4.0 GPA to achieve a 3.8.

**NOTE: Keep in mind that it may not be possible to reach the desired GPA with the number of credit hours the student has remaining, in that situation, you will see the following message on screen indicating so after you click “calculate”.

Click the “recalculate” button to go back and enter different numbers

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