

## Grade Distribution Policy

While the indicative grade distribution covers the whole range of grades, the focus of reporting will be on the HD and N grades. The specifics of reporting are explained in the FAQs section.

| <b>HD</b> | <b>D</b> | <b>C</b> | <b>P</b> | <b>N</b> |
|-----------|----------|----------|----------|----------|
| 10-20%    | 25-35%   | 15-30%   | 15-20%   | 0-10%    |

### Scaling of Marks

When a Chief Examiner determines that scaling of marks is required to ensure equality of outcomes and consistency across different cohorts of students, she/he must provide to the Faculty Board of Examiners, together with the recommended marks, an explanation of the variance. This needs to be signed by the Head of School.

### Grade Distribution FAQs

**1. Am I required to produce marks that fit this distribution?**

The grade distribution is indicative and has been benchmarked against available data from the rest of Monash University. You are asked to consider the data as information to benchmark your results against, but you are NOT required to mark to this distribution.

**2. What if my results vary from the benchmark distribution?**

If your results differ from the benchmark distribution significantly in terms of the HD and N grades, you will be required to provide a justification. A justification is required in the following circumstances:

- For all units where the proportion of HD grades is less than 5%
- For all units where the proportion of N grades is greater than 15%
- For all units where the total number of HD exceeds 30%

**3. Does this apply to honours, MPhil and PhD units?**

No, the indicative grade distributions do not apply to Honours, MPhil and PhD units.

**4. Does this apply to units with small enrolments?**

For single units with enrolments of fewer than 10 students, the grade distributions will move significantly with a change in a single student result, so for these units reporting is not required.

**5. What happens to the information after the BOE meeting?**

The BOEs will report a summary of the outcomes relative to the indicative grade distribution to the Faculty Education Committee (FEC) of the Faculty of Arts which will then use those reports to inform policy development in this area.

**Policy Status:** New

**Key Stakeholders:**

Associate Dean (Education), ESEC, Heads of Schools, Chief Examiners and General Manager, Academic and Student Services.

**Approval Body:**

**Faculty Board of the Faculty of Arts**

Meeting number: 04/11

Meeting date: 8 September 2011

Agenda item: 17

**Endorsement Body:**

**ESEC**

Meeting number: 04/11

Meeting date: 31 August 2011

Agenda item: 11

**Effective Date:** Semester 1, 2011

**Next Review Date:** 2014

**Policy Owner:** Faculty of Arts

**Policy Author:** Quality and Compliance Officer