



**UNIVERSITY OF TORONTO**  
**FACULTY OF DENTISTRY**

**DOCTOR OF DENTAL SURGERY PROGRAM GRADE CONVERSION INSTRUCTIONS**

The Faculty of Dentistry receives applications from applicants who have studied at universities with various grading systems. In making its decisions, the Undergraduate Admission Committee attempts to give equal consideration to all applicants regardless of the university attended. The purpose of the Academic Record and the Undergraduate Grading System Conversation Table is to display each applicant's record in a uniform manner and to equate the various university grading systems.

The Academic Record is completed for both pre-dental, graduate and dental education. The Record does not include courses completed in a CEGEP, or diploma/certificate courses.

**ACADEMIC RECORD** (See the Example.)

In order to determine if your university marks are competitive for admission into the dentistry program you can complete the Academic Record below. Please note this is not part of the admissions process for the dentistry program and is only a reference tool. Photocopy the blank Academic Record beforehand, if you believe you need additional space.

**University Attended/ Program of Study**

Enter the name of the university and the program of study attended for each academic year.

**Year**

List the calendar year for the academic year being reported. For example, for 2006-2007, list 07.

**Course Number and Name**

The University of Toronto operates on the basis of an academic year (September - August) rather than a semester or quarter system. Applicants from universities that use a semester system must list their courses by year.

Enter the number and name of each course taken in the same order that it appears on your transcript. If the name of a particular course is long you may use abbreviations. If a supplemental examination was written, list "Supp" after the course number. Courses taken outside the regular academic year (i.e. during intersession or summer session) must be listed in chronological order. All courses, including failed or repeated courses and supplementals must be listed.

**Scale Used**

Refer to the section on "How to use the Conversion Table". After you have found the proper scale to convert your grades, enter the scale number in the space provided.

**Actual Grade**

Enter the actual grade received in each course exactly as it appears on the transcript. When both letter grades and percentage grades are reported, enter the percentage grade only.

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### **Converted Grade**

Using the appropriate scale, locate the actual grade and the converted grade in the "Conversion Table". Enter the converted grade in the space provided. Complete this procedure for all courses. Note: The following courses cannot be converted: incomplete courses, courses for which the applicant received a "pass" or "credit" only, and courses from which the applicant withdrew without academic penalty. In each case, leave the course out of the Academic Record.

### **Course Length/ Credit Weight**

At the University of Toronto, courses and credits are weighted equally accordingly to the length of study in the academic year. For example, a full year course = 1.0 credit; and a half year course = 0.5 credit. Other universities use different weighting systems. (See 'Example'). Applicants from other universities must use the relative weight assigned to each course as reported on the transcript. Enter the weight (i.e. unit or credit value) in the space provided for course length.

### **Value**

Multiply the converted grade by the course length (or relative weight) to obtain a value that is consistent with the weighting system used by your university. Enter this value in the space provided. At the end of an academic year, draw a line across the page and do the following:

- add the figures contained in the "Course Length" and "Value" columns, respectively, and record each total in the appropriate space below the line.
- divide the total "Value" by the total "Course Length" to obtain the average value (i.e. grade point average) for the year.
- transfer this information to the "Summary of Academic History" section.

### **Summary of Academic History**

Copy the information from your Academic Record.

### **How to use the Conversion Scale**

Locate the grading scale used by your university. This information normally appears on the front or back of your transcript. Match your university grading scale to one of the scales listed in the "Undergraduate Grading System Conversion Table." In the event that both letter grades and percentage grades are reported on your transcript for individual courses use percentage grades on the application.

After you have found the proper grading scale, enter the scale number in the space provided. If your university grading scale is not listed, or you have any questions regarding the proper scale, contact the Admissions Office of the Faculty of Dentistry.

## UNDERGRADUATE GRADING SYSTEM CONVERSION TABLE

Type	Numeric Grades		Percentage Grades				Alpha Grades			Converted Grade
Scale	1	2	3	4	5	6	7	8	9	
	9	8	90-100	93-100	94-100	94-100	A+	A	A+	4.00
			85-89	84-92	87-93	85-93	A			3.90
									A	3.80
	8	7	80-84	75-83	80-86	80-84	A-	A-		3.70
	7	6	77-79	72-74	75-79	75-79	B+	B+	B+	3.30
			73-76	69-71	70-74	70-74	B	B	B	3.00
	6	5	70-72	66-68	65-69	65-69	B-	B-		2.70
	5	4	67-69	64-65	60-64	60-64	C+	C+	C+	2.30
			63-66	62-63	55-59	55-59	C	C	C	2.00
	4	3	60-62	60-61	50-54		C-	C-		1.70
		2	57-59	56-59			D+	D+	D+	1.30
			53-56	53-55		50-54	D	D	D	1.00
			50-52	50-52			D-	D-		0.70
	3	1	0-49	0-49	0-49	0-49	E/F	E/F	E/F	0.00

Acadia	7	Guelph	3	Mt. St. Vincent	7	Royal Roads	7	Trinity Western	7
Alberta	7	Lakehead	3	New Brunswick	7	Ryerson	7	UBC	7
Algoma	7	Laurentian	3	Nipissing	3	Saskatchewan	3	UNBC	7
Athabasca	7	Laval	7	Northern B.C.	7	Sherbrooke	7	UOIT	7
Bishop's	3	Lethbridge	7	Ottawa	7	Simon Fraser	7	Victoria	7
Brandon	7	Manitoba	9	PEI	3, 7	St. Francis Xavier	3	Waterloo	3, 7
Brock	3	McGill	8	Quebec	7	St. Mary's	7	Western	3
Calgary	7	McMaster	7	Queen's	3	St. Thomas	7	Wilfred Laurier	7
Cape Breton	3	Memorial	6	Queen's Engineer	4	Ste-Anne	7	Windsor	7
Carleton	7	Moncton	7	Regina	4, 7	Thompson Rivers	7	Winnipeg	7
Concordia	7	Montreal	7	RMC	7	Toronto	3, 7	York	9
Dalhousie	3, 7	Mt. Allison	7			Trent	3		

## ACADEMIC RECORD EXAMPLE

University Attended/ Program of Study	Year	Course Number and Name	Scale used	For Applicant Use			
				Actual Grade	Converted Grade	Course Length	Value
University of British Columbia Biology	03	BIOL 112 BIOL BACT CELL	7	B	3.0	6	18.0
		BIOL 121 ECOL GENE & EVOL		A	3.9	6	23.4
		CHEM 121 STRUCTURAL CHEM		A	3.9	3	11.7
		CHEM 123 PHYS & ORGANIC CHEM		B+	3.3	3	9.9
		PHYS 101 ELEM PHYSICS 1		A-	3.7	6	22.2
		ENGL 110 APPROACHES LIT		A+	4.0	6	24.0
	03s	MATH 100 CALCULUS	A	3.9	6	23.4	
						36	132.6
				3.68			36
University of Western Ontario Biochemistry	04	BIOCHEM 280A BIOCHEM & MOLEC BIOL	3	94	4.0	0.5	2.0
		BIOLOGY 281B GENETICS		87	3.9	0.5	1.95
		BIOLOGY 282B CELL BIOLOGY		74	3.0	0.5	1.5
		CALCULUS 081B CALCULUS II		78	3.3	0.5	1.65
		CHEM 213A ORGANIC CHEMISTRY		83	3.7	0.5	1.85
		CHEM 223B INTRO BIO-ORGANIC CHEM		90	4.0	0.5	2.0
		PHYSICS 028A PHYSICS FOR BIO SCI 1		85	3.9	0.5	1.95
		PHILOSOP 210G ANCIENT PHILOSOPHY		80	3.7	1.0	3.7
		STATS 222A METHODS STATS ANALYSIS		88	3.9	0.5	1.95
							5.0
				3.71			5.0
University of Manitoba Sciences	05	BOT GENETICS 1 1.246	9	A+	4.00	3	12.0
		STAT BASIC STATS 2 5.200		F	0.00	3	0.0
		CHEM INTRO ORGANIC 2 2.222		B+	3.30	3	9.9
		CHEM BIOCHEM 2 2.237		A	3.80	3	11.4
		PSY BEHAV MOD PRIN 17.244		A+	4.00	3	12.0
		ZOO INTRO TOX 22.218		C+	2.30	3	6.9
		ZOO CELL BIOLOGY 22.228		A	3.80	6	22.8
	ZOO INTRO ECOLOGY 22.229	B	3.00	3	9.0		
05s	ANTH CULTURAL ANTHRO 76.122	D	1.00	3	3.0		
						30.0	87.00
				2.90			30.0
Memorial University of Nfld. Neuroscience	06	BIOC 4002 BIOCHEMICAL REGULATION	6	94	4.00	3	12.0
		BIOC 4301 NUTRITION & DISEASE		86	3.90	6	23.4
		BIOL 4000 BACTERIAL SYSTEMATICS		82	3.70	3	11.1
		BIOL 4306 APPLIED BIOLOGY		79	3.30	6	19.8
		PSYC 4620 PERSONALITY 2		84	3.70	3	11.1
		PSYC 4910 SYSTEMS IN CONT PSYC		74	3.00	3	9.0
	SOCI 3307 SOCIOLOGY OF HEALTH	92	3.90	3	11.7		
						27	98.1
				3.63			27

Summary of Academic History  
(List all years at all universities and other post-secondary institutions attended.)

Year	Post-Secondary Institution	Scale	Length	Value	Average
03	University of British Columbia	7	36	132.6	3.68
04	University of Western Ontario	3	5.0	18.55	3.71
05	University of Manitoba	9	30.0	87.00	2.90
06	Memorial University of Newfoundland	6	27.0	98.1	3.63

