
Application to Write a Supplemental Evaluation Measure

Student Name: _____ Student Number: _____

Program: _____ Course End Date: _____

Campus: _____

Course #: _____ Course Name: _____

Instructor: _____

Grade previously attained in course: _____

I am applying to write a supplemental evaluation for the course indicated above. To be eligible to write a supplemental evaluation I must have reasonably attempted and submitted all assessment and evaluation measures for the duration of the course and have achieved a grade within ten marks of the passing grade as stated on the course outline. *(A supplemental evaluation measure cannot be given for a course for which a passing grade has been achieved. There may be variances among Schools or programs in course eligibility for supplemental evaluation measures.)*

I understand that, as per Policy 1114, I am permitted to write one supplemental evaluation measure per course to a maximum of two supplemental evaluation measures per term, and four per school year.

- The supplemental evaluation grade will replace the original posted grade as the course final grade up to a maximum of 60% or the pass grade as outlined by the program curriculum and posted on the course outline.
- In cases where the supplemental evaluation grade does not exceed the original grade achieved, the original course grade will remain.

Student Signature

Date

Approved: ☐ Denied: ☐

Academic Chair Signature

Date