



SEMESTER

Table with 5 columns: Y, E, A, R and text descriptions for Fall, Winter, and Spring/Summer semesters.

USER ID

Grid for entering user ID with dashes in the 4th and 8th positions.

STUDENT INFORMATION

Form for student personal information including name, address, city, province, postal code, and effective date.

Form for contact information including home, business, and cell phone numbers, and fax information.

CAMPUS (Federated College)

Form with checkboxes for U of R, Luther, SIFC, and Campion.

COLLEGE (Faculty)

Form with checkboxes for various college codes: AD, AR, CE, ED, EN, EP, FA, GS, KI, SC, SP, SW.

Students are responsible for submitting the original (graded) copies of all term work with a completed Reassessment of Final Grade form directly to the Registrar's Office for processing. Formal requests for reassessment must be initiated by the student within 6 weeks of the date that the grade is posted to his or her web record. For the skill portions of physical activity (KHSA) courses, the reassessment must be applied for no later than 7 days after the grade is posted to the web record. For more information, reference 5.10 of the General Calendar. The fee for reassessment must accompany the application. The fee will be refunded if the grade is raised by at least 5% as a result of the reassessment. Reference 4.6 of the General Calendar for Sundry Fees and Charges.

COURSE(S) to be re-assessed:

Table with 7 columns: CRN, Subject, Course Number, Section, % Grade Received, Instructor. Rows 1-5 are shaded.

Student's Signature

Date

FOR OFFICE USE ONLY

Form for office use including fields for Paid \$, Receipt #, Date Received, and Submitted to department/faculty office.

Distribution: White - Registrar's Office Yellow - Department/Faculty of subject area Pink - Student