

**TITLE: Examination and Evaluation Review**

SENATE REFERENCE: 2019:UGRD-MED:12

EFFECTIVE: April 3, 2012

REVISION: March 17, 2020

APPROVED BY: Undergraduate Curriculum Committee

DATES: October 25, 2011; January 23, 2012

APPROVED BY: Faculty Council

DATES: December 14, 2011; January 28, 2020

APPROVED BY: Council of Undergraduate Studies

DATES: February 16, 2012; March 5, 2020

APPROVED BY: Executive Committee of the Senate

DATES: April 3, 2012; March 17, 2020

Table of contents

**EXAMINATION AND EVALUATION REVIEW (EVALUATIONS COMPLETED BY TUTORS AND PRECEPTORS)—POLICY ..... 1**

**EXAMINATIONS REVIEWS ..... 1**

EXAMINATION AND EVALUATION REVIEW (EVALUATIONS COMPLETED BY TUTORS AND PRECEPTORS)—POLICY

Students have a right to discuss their evaluations and feedback comments. They should contact their tutors, preceptors and/or rotation directors to set up an appointment within 10 working days of receipt of the evaluation.

Note that the marks report initially sent following an examination is preliminary. Marks become official after approval by the Student Promotion Executive Committee.

EXAMINATIONS REVIEWS

All requests for an examination review must be made within 10 working days following the release of the marks. In the event of a student writing a supplemental examination, the student may review the original examination no later than 10 working days prior to the supplemental exam.



Note that the marks report initially sent following an examination is preliminary. Marks become official after approval by the Student Promotion Executive Committee.

Students have a right to review their examination under supervision. Nothing is to be written on the examination itself, or taken away after the review period. During the review session, students are not permitted to work in groups or discuss with each other the marking of their examination. Students will not be able to request a reconsideration of their answer in light of a different interpretation of a question, nor can a student request remarking of their examination. Students can verify that their marks have been added properly. If errors in addition are noted, they will be corrected.

At the end of the review period, when all the arithmetic errors have been corrected, the cut-offs for counselling will be recalculated. Students will be informed that the official review period is over and that the marks are finalized. Individual students will be informed if their standing in the unit has changed.

