

ST STEPHEN'S COLLEGE

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Edmonton, Alberta T6G 2J6
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www.ualberta.ca/ST.STEPHENS/

ASSIGNMENT FORM

STUDENT SECTION

Complete this section and attach the form to your assignment. Mail directly to your instructor. **Keep a copy of your assignment for your records.**

STUDENT INFORMATION

Name	
Mailing Address	
Program	

INSTRUCTOR/MARKER

Instructor	
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ASSIGNMENT

Course Name	
Course Dates	
Assignment #	
Date Submitted to Instructor	
Date Returned to Student	

INSTRUCTOR SECTION

(COMMENT BELOW OR ATTACH SEPARATE DOCUMENT)

Instructors complete the form: return **one copy** to the student, with assignment; forward **one copy** to St Stephen's College; keep **one copy** for your records. Attach additional page if desired.

INFORMATION CONTENT

THEOLOGICAL COMPONENT

ORGANIZATION

BIBLIOGRAPHY

OTHER COMMENTS

EVALUATION STANDARDS/GRADING SYSTEM

90-100% (A+)	Exceptional
80-89% (A-, A)	Excellent
70-79% (B-, B, B+)	Good
60-69% (C-, C, C+)	Adequate (Pass for Graduate students 66%)
50-59% (D-, D, D+)	Poor (Pass for Undergraduate students 50%)
0-49% (F)	Failure
S	Satisfactory (Pass for work not graded numerically)
W	Withdrawal with permission before deadline
WF	Withdraw-Fail (Withdrawal after deadline)
INF	Incomplete-Fail (Work not complete by final assignment due date)

ASSIGNMENT MARK

Mark (%)	
Percentage weight of assignment (%)	

COURSE GRADE

Submit final course grade in both percentage and letter format.	
Percentage	
Letter	

OFFICE USE ONLY

Date received:	Date entered in record:	Initials of recorder:
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COPY 1: TO STUDENT WITH ASSIGNMENT

COPY 2: INSTRUCTOR

COPY 3: ST STEPHEN'S COLLEGE REGISTRAR'S OFFICE

AssignmentForm2016