

**COURSE CODE  
& NAME:**

**COURSE  
DATE(S):**

**COURSE  
LOCATION:**

**SAR GROUP:**

**LEAD  
INSTRUCTOR:**

**ASSISTANT  
INSTRUCTORS:**

**PLEASE PRINT CLEARLY**
**ASSESSMENTS:** Record scores for each assessment and total final grade, applying weighting as necessary. Students must pass all practicals and attain a mark of 70% or above on the final exam in order to achieve a Pass.

#	LAST NAME	FIRST NAME	EMAIL ADDRESS	ASSESSMENTS					FINAL GRADE (P/F)
				EXAM (%)	PRACTICALS (P/F)				
					P1	P2	P3	P4	
1.									
2.									
3.									
4.									
5.									
6.									
7.									
8.									
9.									
10.									
11.									
12.									
13.									

#	LAST NAME	FIRST NAME	EMAIL ADDRESS	ASSESSMENTS					FINAL GRADE (P/F)
				EXAM (%)	PRACTICALS (P/F)				
					P1	P2	P3	P4	
14.									
15.									
16.									
17.									
18.									
19.									
20.									
21.									
22.									
23.									
24.									
25.									
26.									

FOR ADMINISTRATIVE PURPOSES ONLY – to be Completed by the Lead Instructor.

**Instructor Acknowledgement:** By signing I acknowledge that the students listed above have attended the course and achieved the above grades.

\_\_\_\_\_  
Signature of Lead Instructor

\_\_\_\_\_  
Date

Approved JIBC (Initials)	Date	Student Records Updated (Initials)	Date