
UNIVERSITY OF TORONTO

SCHOOL OF CONTINUING STUDIES

Student Grade Report

September 29, 2014

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Enhong Ma
541 Gardenbrook Ave.
Oakville, ON Canada L6M 0P5

Student Number: X208686

Course Number: 2942-004

Course Title: Foundations of Enterprise Data Analytics Concepts and Controls

Course Duration: 05/May/2014 - 11/Aug/2014

Hours: 39.00

Grade: 67%

Grade Scales

Letter Grade	Percentages	Grade Definitions
A	80% - 100%	Excellent
B	70% - 79%	Good
C	60% - 69%	Adequate
D	50% - 59%	Marginal
F	Less than 50%	Inadequate
Some courses are graded on an Honours/Pass/Fail scale instead of letter or percentage grades.		
H		Honours
P		Pass
F		Fail

In order to satisfy a School of Continuing Studies certificate requirement you must receive at least a passing grade in that course. Refer to your course outline for the minimum passing grade.

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Appeals

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If you wish to appeal your final grade, complete a "Reconsideration of Final Course Results" application form available online at learn.utoronto.ca. Click "Student Resources", and then click "Forms and Applications". Submit the form with the appropriate fee by mail or in-person to:

Student Services, University of Toronto School of Continuing Studies, 158 St. George Street, Toronto, Ontario M5S 2V8.

You should recognize that when your examination is sent for either a clerical check or re-read:

The mark may remain unchanged

The mark may be raised

If an error is detected in the clerical check or the re-read, the mark may be lowered.

If your final grade is changed as a result of the clerical check or re-read, all fees paid will be refunded in full.

Appeals are organized into two stages, clerical check of the final grade, and re-read of the final examination. The clerical check must be requested and answered before an application for a re-read may be submitted. Please follow the instructions for each appeal stage as documented below.

Clerical Check of Final Grade (including photocopy of final examination)

If you believe that there has been an arithmetical error in calculating the course mark, you may request a clerical check of the final results achieved. Student Services will check that all answers have been marked, and the marks have been added correctly. The office will also check that all term work marks have been correctly added. When you apply for this procedure you will automatically receive a photocopy of your final examination.

A clerical check does not include a re-read of the final examination.

Fee: There is a \$13.00 + HST charge for this procedure, which includes a photocopy of your final examination answers.*

Processing time: This process takes up to 15 business days.

Deadline: Your request will be considered if it is received within **three** months of the final examination/course completion period.

Re-Read of Final Examination

If you believe that your final examination has been incorrectly marked in its substance, you may request a re-read. Any request for a re-read must be supported by clear evidence that the request is justified. It is your responsibility to demonstrate that your answers are substantially correct by citing specific instances of disagreement, supported by such documentary evidence as course handouts, textbooks, lecture notes, etc. Asserting your disagreement with the marking does not constitute reasonable grounds for a final examination re-read. (A well-constructed case will point to the textbook, lecture notes, similar questions in tests or some other similar evidence **outside your own opinion.**)

If the School is satisfied that you have provided reasonable grounds for a re-read your request will then be forwarded to the original course examiner who will undertake any re-reading involved.

A re-read will not be considered unless you have obtained a photocopy of your final examination answers, and a clerical check of your final grade has been achieved.

Fee: There is a \$36.00 + HST charge for this procedure.*

Processing time: This process may take up to six weeks.

Deadline: Your request will be considered if it is received within **four** months of the final examination/course completion period.

Grade Report

The Student Grade Report is the official grade document issued by the University of Toronto School of Continuing Studies. You may request a transcript of courses by completing the "Transcript Application Form" available online at learn.utoronto.ca, click "Student Resources", and then click "Forms and Applications".

***All fee amounts are subject to change without notice.**