

# GRADING AND CREDIT

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During the first week of lectures, each instructor will provide you with a written course outline that should include:

- a description of the topics to be addressed in the course;
- a list of required or recommended textbooks and reading materials; and
- the instructor's office hours for students, office location, telephone number for office appointments, and secretarial contact information.

## Policy on Assessment of Student Learning

The information below originates from the Policy on Assessment of Student Learning (PASL). Learn more about the PASL on the PASL website.

- During the first week of a course, students shall be provided with a course outline that includes a description of the means of assessment for the course, including assessment tasks taking place outside scheduled class time (such as during tutorials, conferences, and labs). This description shall include the due date, weight, structure, penalties for assessment tasks submitted after a specified due date, and mode of delivery of each assessment task contributing to the final grade. Students can be offered a choice of alternative assessment tasks, but these should be explicit and available to all students.
- If a means of assessment is modified after the add/drop period, students must be given the option to decide, by a specified date, whether the original or modified means of assessment should apply towards their individual final grade.
- All assessment tasks must have a due date before the last day of Exams as specified in the University Calendar. In-term assessment tasks must not have due dates scheduled in the last 10 working days of classes as specified in the University Calendar, except in the following cases:
  - oral examinations in language courses
  - take-home assessment tasks (such as essays, papers, examinations, problem sets, and lab reports) if the questions, topics, and/or instructions are given to students in advance (at least 15 working days before the end of classes)
  - assessment tasks worth 10% or less of the final course grade

## Academic Integrity

McGill University values academic integrity. Therefore, all students must understand the meaning and consequences of cheating, plagiarism, and other academic offences described in the Code of Student Conduct and Disciplinary Procedures and consult the Students Rights and Responsibilities page for more information. Note that all newly admitted undergraduate students are required to complete the Academic Integrity tutorial through Minerva.