

**REQUEST TO CHANGE THE "S" RATING OR TO GRADE AS
THE "S" RATING (requirement satisfied) FOR ONE OR
MORE COURSES TAKEN DURING THE 2020 WINTER
SESSION**

PROCEDURE TO FOLLOW

Modify an "S" grade obtained by automatic conversion

Each student who wishes to obtain their results in letters (between D and A) for a course taken during the 2020 winter session rather than an "S" grade (obtained following the automatic conversion applied to the 2020 winter session) must complete this form.

Request to assign the "S" rating

This form also applies for the opposite situation, more specifically for the student who started their program at the 2020 winter session and who would like to obtain the "S" grade instead of the grade assigned.

The deadline for transmitting the completed form to the Registraire's Office is **ten (10) business days** from the date of sending the email to the student notifying him or her that an addition or modification of the result has been entered in his or her file (Symbiose).

This request is received at the Registrar's office and as soon as the decision is rendered, the Registrar's office will email the response to the student.

REQUEST TO CHANGE THE "S" RATING OR TO GRADE AS THE "S" RATING (requirement satisfied) FOR ONE OR MORE COURSES TAKEN DURING THE 2020 WINTER SESSION

1. STUDENT IDENTIFICATION

Last name: _____
 First name: _____
 Student permanent code or Date of birth: _____
 Program title: _____

2. 2020 WINTER SESSION COURSES

Course acronym	Group	Course title	Grade obtained

- I hereby wish to have the result "S" (requirement satisfied) obtained following the automatic conversion of marks at the 2020 winter session for the course(s) mentioned above and have it replaced by the letter result obtained for this course.
- Having started my program at the 2020 winter session, I wish to have the result modified, for the course or for each course mentioned above and replace it with the "S" grade.

 Date JJ-MM-AAAA

 Signature of the student

Thank you for sending the completed form by email to registraire@uqat.ca.

Registrar's office, May 12, 2020