



# OPEN LEARNING FACULTY MEMBER MARKED ASSIGNMENT FORM

PAGE 1 - STUDENT TO COMPLETE. USE A SEPARATE FORM FOR EACH ASSIGNMENT.

This is an editable PDF. Fields must be filled out with the latest version of Adobe Reader or Adobe Acrobat.

- Save this form to your computer before filling it out.
- Fill out Page 1 of the form. Save the form after filling it out.
- Print the form and mail it to your Open Learning Faculty Member with your assignment OR email the form and your assignment as attachments to your Open Learning Faculty Member.

Your Open Learning Faculty Member will provide your assignment grade and any feedback on Page 2 of this form.

STUDENT'S LAST NAME	FIRST NAME	INITIALS
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STUDENT NUMBER
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MAILING ADDRESS - INCLUDE SUITE NUMBER IF APPLICABLE
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CITY	PROVINCE	POSTAL CODE
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COUNTRY	TELEPHONE NUMBER
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EMAIL ADDRESS
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If your address has changed, please notify Student Services at 250.852.7000 or 1.800.663.9711 (Canada toll-free), or send an email to [student@tru.ca](mailto:student@tru.ca), or send a fax to 250.852.6405 and include your name and student number.

DATE SENT TO OPEN LEARNING  
FACULTY MEMBER

COURSE NUMBER
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ASSIGNMENT NUMBER
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YY-MM-DD
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STUDENT'S COMMENTS ON ASSIGNMENT

STUDENT'S COMMENTS ON ASSIGNMENT
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PAGE 2 - OPEN LEARNING FACULTY MEMBER TO COMPLETE.

DATE FROM STUDENT

YY-MM-DD

DATE TO STUDENT

YY-MM-DD

QUESTION GRADES/SCORES

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
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OVERALL  
MARK

%

OPEN LEARNING FACULTY MEMBER'S COMMENTS AND ADVICE TO STUDENT

OPEN LEARNING FACULTY MEMBER'S VOIP NUMBER

OPEN LEARNING FACULTY MEMBER'S EMAIL ADDRESS

OPEN LEARNING FACULTY MEMBER SIGNATURE

Placing a digital signature on this form is the last action to be performed.

The information collected on this form is collected under the authority of Thompson Rivers University – Open Learning. The personal information provided will be used for the purpose of recording assignment marks. Questions about the collection and use of this information should be directed to Student Services at 1.250.852.7000 or 1.800.663.9711 (Canada toll-free).