

# Student Assessment

Version 4

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The purpose of this policy is to provide a framework for student assessment that supports consistent assessment and evaluation practices across Seneca. This policy applies to all faculty and academic staff who assess and evaluate student learning and performance and includes all Seneca courses across all faculties and at each credential level, except where warranted by external requirements (e.g., accreditation, collaborative programs, clinical placements, etc.). Please familiarize yourself with Seneca's [Student Assessments Policy](#).

Assessment and evaluation of student work in academic courses will be conducted to provide ongoing and meaningful feedback to students about their progress and development. Provision of effective and timely feedback is critical in the learning process and will incorporate the following principles:

- Student assessments must be aligned with, and measure, course learning outcomes.
- Grades will not be assigned for attending classes.
- Student assessments must include a breakdown showing percentages attributed to each evaluation. No single assessment shall count for more than 40 percent of a student's final grade, unless with the written permission of the respective program chair or required by regulatory bodies.
- Generally, modes of evaluation must include monitored evaluation of no less than 30 percent.
- The results of each evaluation, along with meaningful feedback, must be provided to students within 10 business days, or prior to the date of the next assessment to inform future graded assessments, whichever is soonest. Exceptions to this timeline must be approved by the respective program chair and communicated to students in advance of issuing the evaluation.
- Students must be given feedback on assessments worth a minimum of 30 percent of their final grade in a course one week prior to the last date to withdraw without academic penalty, unless with the written permission of the respective program chair or required by regulatory bodies.
- Student assessments must be appropriately varied. Where possible, students should

have more than one opportunity to demonstrate achievement of each course learning outcome.

- Authentic assessment methods should be used, where possible, with a focus on learning and reflecting on the skills required of graduates in the field.
- Assignment deadlines will be communicated to students in writing. It is the responsibility of the student to submit all assignments by the published submission deadline.

Any student in need of an extended deadline must negotiate a reasonable extension with the faculty in advance of the published deadline. Only under extenuating circumstances will late assignments be accepted without communication prior to the deadline. Documentation of the extenuating circumstances must be provided by the student upon request. At the discretion of the faculty, deductions may be applied for any late assignment submissions.

- [Academic Policies & Procedures](#)

tags : academic-policies, itas, student-assessment