



St. Jerome's University

Established in 1865

Co-founder of the University of Waterloo

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## Returning Assignments and Posting Grades

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*Academic Operations Manual*

*Approving Authority: SJU Senate Council*

*Established: November 8, 2013*

*Date of Last Review/Revision:*

*Office of Accountability: Vice-President Academic and Dean*

*Administrative Responsibility: Vice-President Academic and Dean*

### **1 Policy Statement**

Universities are required to comply with the provisions of the provincial Freedom of Information and Protection of Privacy Act. St. Jerome's University and the University of Waterloo will collect, use, maintain, disclose and dispose of personal information in a manner consistent with the legislation. Care must be exercised to protect privacy when returning student assignments and posting grades.

### **2 Guidelines**

St. Jerome's University adopts the University of Waterloo's guidelines regarding [Returning Assignments and Posting Grades](#).