

## **Policy on Exam Grading (MS1 and MS2 courses) and Exam Review Sessions**

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The following policy delineates procedures related to exam grading and review/protest sessions to be followed by all first- and second-year courses.

1. Course directors will score examinations through LXR and post results on MS-Gradebook as soon as possible.
2. Course directors will use item statistics generated by LXR to identify problematic questions. Upon review, if a course director determines that a question was written incorrectly (e.g. had more than one or no correct answer), then the director will give all students credit for that particular question.
3. Post-exam review sessions: course directors will provide feedback on difficult examination topics, in a manner deemed appropriate by the course director. Copies of the examinations will not be returned to the students during these sessions.

**ESSAYS:** Essays will be returned to students as quickly as grading allows. Inquiries regarding essay assignment grading must be submitted within one week after receipt of returned assignments. Requests for review of essays past the one week period will be denied.