



Disclosure of Personal Information – Return of Graded Student Work

Category: Academic;

Jurisdiction: Provost and Vice President, Academic; Senate Academic Committee;

Approval Authority: Senate;

Established on: June 4, 2007;

Amendments: None.

Most Recent Review: October 24, 2022.

Graded student work must be returned directly to the student to whom it belongs in a way that protects that student's privacy. Graded student work should not be left in a public place such as at the front of a classroom or outside an office.

Review Period: 7 years;

Date for Next Review: 2029-2030;

Related Policies and Procedures: None;

Policy Superseded by this Policy: None.

The University Secretariat manages the development of policies through an impartial, fair governance process, and in accordance with the Policy Governance Framework. Please contact the University Secretariat for additional information on University policies and procedures and/or if you require this information in another format:

Open: Monday through Friday from 8:30am to 4:30pm;

Location: University Centre, Thunder Bay Campus, Room UC2002;

Phone: 807-343-8010 Ext. 7929 or Email: univsec@lakeheadu.ca.