

## ARUCC Survey on Supplemental Exams

**Number of Institutions: 24, including StFX**

**Of these 24, number who permit supps: 7 or 29.2%**

**Of these 7, number who permit supps for all undergraduate students: 5**

**Of these 7, number whose Registrar's Office coordinates supps: 2**

At StFX, we permit supps for final exams in all undergraduate courses. The original grade must be between 40 and 49 and the instructor must indicate permission to write a supp by using a "P" subscript in the grade. Students must have a 55% average to be eligible to write any supps, can only write two per term (one for seniors) and can only use a maximum of four courses passed by supps to meet degree program requirements.

The Registrar's Office determines students' eligibility to write supps, processes all applications to write supps, coordinates the preparation of exams with the faculty, invigilates the on-campus exams and enters the subsequent grade with an "S" subscript.

The fee to write a supp is \$100. Approximately 60% of eligible supps are written and of those about 77% result in a passing grade for the course.

The following are the responses of the other six institutions that permit supps:

**Bishop's University:**

1. Do you permit students who fail examinations to write supplemental exams?
2. YES

If the answer to number 1 is yes:

1. What is the minimum original grade for which a student may be permitted to write a supp?

45% minimum in all courses except Natural Sciences which only require a minimum grade of 35% (we do not use GPAs)

2. Do students have to meet other eligibility requirements such as a minimum overall average/GPA or maximum number of supps per year?

**SOME PROFESSORS DO NOT ALLOW SUPPLEMENTAL EXAMS IN THEIR COURSES.**

3. Does the Office of the Registrar coordinate supp eligibility, the preparation of the supps by faculty and the writing of supps?

**REGISTRAR'S OFFICE DISTRIBUTES AND COLLECTS SUP REQUEST FORM, SUP FEE. WE ONLY COORDINATE THE EXAM IF IT IS WRITTEN OFF-CAMPUS. OTHERWISE THE FACULTY IS RESPONSIBLE FOR INVIGILATING THE EXAM.**

4. Is there a fee charged to students to write supps?

**\$25 TO WRITE SUP ON CAMPUS, \$75 TO WRITE SUP AT ANOTHER INSTITUTION**

5. About what percentage of students who are eligible to write supps actually write them?

**VERY SMALL NUMBER – ONLY 30 SUPS WRITTEN IN LAST 3 YEARS TOTAL  
4% OF ELIGIBLE STUDENTS ACTUALLY WRITE SUPS**

6. About what percentage of students who write supps actually pass the course?

**73% OF THOSE WHO WRITE SUPS DO PASS THE COURSE**

Grant MacEwan College:

1. Do you permit students who fail examinations to write supplemental exams?

YES, BUT ONLY IF THE FINAL EXAM IS WORTH 40% OR MORE OF THE FINAL GRADE AND THE STUDENT'S ACADEMIC PERFORMANCE IN THE COURSE DECLINED SIGNIFICANTLY DUE TO POOR PERFORMANCE ON THE FINAL EXAM.

If the answer to number 1 is yes:

1. What is the minimum original grade for which a student may be permitted to write a supp?

WE DO NOT HAVE A MINIMUM GRADE, BUT THE STUDENT'S OVERALL PERFORMANCE, IN THE OPINION OF THE INSTRUCTOR, MUST HAVE DECLINED SIGNIFICANTLY DUE TO POOR PERFORMANCE ON THE FINAL EXAM. WE DO IT THIS WAY SO THAT STUDENTS WHO WERE ALREADY FAILING ARE NOT ENTITLED TO A SUPPLEMENTAL.

2. Do students have to meet other eligibility requirements such as a minimum overall average/GPA or maximum number of supps per year?

THERE IS NO MAXIMUM NUMBER OF SUPPS. BASICALLY, STUDENTS HAVE TO BE PASSING IN ORDER TO HAVE THIS PRIVILEGE.

3. Does the Office of the Registrar coordinate supp eligibility, the preparation of the supps by faculty and the writing of supps? NO.

4. Is there a fee charged to students to write supps? NO

5. About what percentage of students who are eligible to write supps actually write them? LESS THAN 50%

6. About what percentage of students who write supps actually pass the course? MORE THAN 50%

Dalhousie University

Supplementals are not offered in the Faculty of Science, the Faculty of Arts and Social Sciences nor the Faculty of Graduate Studies.

In the Faculties of Engineering and Health Professions if a class has a supplemental option available, the grade must be FM - Marginal Failure. There is no fee.

In the School of Business students may write a supplemental in a core BCom class. There is a \$50.00 fee.

The Office of the Registrar does not coordinate supp eligibility or make arrangement for the

writing of the exams. This is done entirely by the Faculties. All we do is record the SUPP

GRADE when it arrives!!!!

I do not have the number of students who write supps at the moment but I will send that info to you later.

## University of Saskatchewan

At the University of Saskatchewan each College has their own regulations regarding the granting of supplemental examinations.

Students in the College of Arts and Science can apply to write a supplemental examination in their graduating year under the following requirements:

1. A final grade of 40% - 49% has been obtained in the course (must be from the current session)
2. The student has met the graduation standards of the College both overall and in the major.
3. Must be approved by the College and then the Office of the Registrar coordinating the writing of the supplemental examinations
4. The fee for writing a supplemental exam is \$60
5. Only about 1% write the supp

## University of Guelph

1. Yes, we permit students who fail courses (not examinations specifically) to write supplemental exams.

2. No other eligibility requirement is set. No limit is placed on the number of supplemental examinations a students may write except in the School of Engineering which limits students to one per lifetime.

3. No, students are advised by the Office of the Registrar to make arrangements with individual instructors.

4. Yes. \$50.00

5. We do not keep statistics on this.

6. (Anecdotally) about 80-90%.

## SIAST

1. Do you permit students who fail examinations to write supplemental exams?  
SIAST>> Yes.

If the answer to number 1 is yes:

7. What is the minimum original grade for which a student may be permitted to write a supp?  
SIAST>> Grade must be failing within 10 marks of the passing grade.

8. Do students have to meet other eligibility requirements such as a minimum overall average/GPA or maximum number of supps per year?

SIAST>> Yes, the student must not have failed more than two courses in the term and no more than three in the academic year.

9. Does the Office of the Registrar coordinate supp eligibility, the preparation of the supps by faculty and the writing of supps?

SIAST>> The Office of the Registrar changes the F grade to an S grade which indicates supplemental eligibility to the student. The exam date and preparation, etc is coordinated by the Program Head.

10. Is there a fee charged to students to write supps?

SIAST>> No fee.

11. About what percentage of students who are eligible to write supps actually write them?

SIAST>> Most students take advantage of the privilege.

12. About what percentage of students who write supps actually pass the course?

SIAST>> I am not sure, but this is a very good question. We have not done this follow up, but we will be investigating soon!

Note: Of the 17 institutions that do not permit supps, four commented that they used to do so and have subsequently eliminated them. Two of the four commented that their elimination of supps was very favourably received by faculty and/or academic administrative staffs.