Government Department Checklist for Grading Written Work

[2012 - 2013]

Student Name _____

Course/Semester _____

	Grading Standards	Uniform Code of Notation for Grammatical Errors

A – Distinguished

B – Superior Work

C – Satisfactory

D – Passing but not satisfactory

F – Failure

Paper Structure

I. Introductory Paragraph

II. Bodyof the Paper

III. Conclusions

IV. Standards and Expectations for Grammar and Composition (see Uniform Code of Notation)

V. Formatting

VI. Citations and Bibliography

Criteria

VII. Assignment