



McGill

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Grader Schedule Form

This Grader schedule should be completed at the beginning of the semester by the Grader and course instructor. It aims at defining the schedule of work hours during the semester.

A completed, signed and scanned copy of this form should be submitted electronically to dept.mecheng@mcgill.ca within five (5) working days of receipt of the Grader position confirmation email. One copy of the completed form should be kept by the course instructor and one by the Grader.

Course Name and Number: _____	Term: _____
Number of Students Registered: _____	
Name of Course Instructor: _____	Signature: _____
Name of Grader: _____	McGill Status: _____
ID Number: _____	
E-mail: _____	Signature: _____

	# Hours	Tasks
Week 1		
Week 2		
Week 3		
Week 4		
Week 5		
Week 6		
Week 7		
Week 8		
Week 9		
Week 10		
Week 11		
Week 12		
Week 13		
Week 14		
Week 15		
TOTAL		