

**University of Victoria**  
**ECE260**  
**Exam Return Consent Form**

Returning graded exams individually during class time is often not practical. The process can take considerable time, and exams often cannot be returned until an appropriate class session is available, which may lead to significant delays. One arrangement that many students find convenient is for exams to be left in a designated location for later pickup at their convenience. Since this practice involves leaving documents containing personal and academic information (including the student's name, student number, and exam grading information) in a publicly accessible location, this approach may only be used with the student's written consent. This form is provided for students who wish to opt in to this arrangement.

**This consent is entirely voluntary.** Students who do not consent may collect their exam in person from the instructor or a teaching assistant at a designated pickup time.

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By signing below:

- I consent to my graded exam(s) for **ECE260** being made available for pickup by the instructor or any teaching assistant in the course at the following location: **outside the instructor's office**.
- I acknowledge that the designated pickup location is accessible to other individuals, that my exam will be visible to anyone who handles it, and that the instructor and teaching assistants cannot guarantee the security of exams left for pickup.
- I understand that this consent applies to all exams in this course for the **Summer 2026** academic term.
- I understand that I may withdraw this consent at any time by notifying the instructor in writing. It is my responsibility to direct any withdrawal notice to the instructor, not to a teaching assistant. Withdrawal takes effect upon the instructor's written acknowledgement. The instructor will acknowledge receipt of any withdrawal notice in a timely manner, and I am encouraged to submit any withdrawal notice well in advance of any expected exam return. I also understand that withdrawing this consent will not affect my grade or standing in the course.

**Student Name (print):** \_\_\_\_\_

**Student Number:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_