



## Canadian College of Business, Science & Technology

### Final Transcript

Name: Harmanjot Kaur	Date: September 3, 2019
Program Name: Administrative Assistant	Student ID: BD6807201903

COURSE NAME	MAX MARKS	PASSING MARKS	MARKS OBTAINED	FINAL GRADE %	GRADE
Keyboarding	100	65	75.75	76	Grade B
Microsoft Windows	100	65	81	81	Grade A
Word Level 1 and Level 2	100	65	0	0	GRADE F
Excel Level 1 and Level 2	100	65	0	0	GRADE F
Outlook	100	65	0	0	GRADE F
PowerPoint	100	65	0	0	GRADE F
Bookkeeping	100	65	0	0	GRADE F
Simply Accounting	100	65	0	0	GRADE F
Quick Books	100	65	0	0	GRADE F
Introduction to Human Resources Management	100	65	0	0	GRADE F
Organizing Meetings and Events	100	65	0	0	GRADE F

<i>Program Start Date</i>	<i>Present</i>	<i>Total</i>	<i>Final Grade Average</i>	<b>GRADE F</b>
<i>July 26, 2019</i>	<i>26</i>	<i>145</i>	<b>CREDENTIAL AWARDED</b>	<b>~ FAILED ~</b>

<b>GRADE EXPLANATION</b>
<i>Honours: 90% To 100</i>
<i>Grade A: 81% To 89</i>
<i>Grade B: 70% To 80%</i>
<i>Grade C: 65% To 69%</i>
<i>F: Less than 65% - A Failed Mark IN ANY ONE MODULE WILL RESULT AN F IN FINAL AVERAGE GRADE</i>

VERIFIED BY

CONTROLLER OF EXAMINATION