



Department of Material Science  
College of Science  
85 Memorial Drive  
Rochester, NY 14623-5603  
(585) 475-2497

**OFFICE MEMO**

**TO:** Materials Science Faculty  
**FROM:** Coordinator, Materials Science Seminar  
**DATE:** \_\_\_\_\_  
**SUBJECT:** **Seminar Grade For:** \_\_\_\_\_

Please assist in assigning a grade for the Seminar entitled:

\_\_\_\_\_, which was

presented by \_\_\_\_\_

on the following date: \_\_\_\_\_

Faculty Advisor: \_\_\_\_\_

Grade: \_\_\_\_\_

Comments on format, style, audio-visual aids, knowledge, etc. are welcome:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank You.

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