

Examinations Office

Reconsideration of Grade

FEE \$84 PER COURSE (INCLUDING GST)

Student Name:	
Student ID:	
Email (UC):	

Course Code(s):	
1.	
2.	
3.	
4.	

Any student may apply in writing within four weeks of the date of publication of final results for a reconsideration of a final grade. The application must be accompanied by the prescribed fee which will be refunded if the application results in a change of grade. The reconsideration will normally consist of a re-marking and re-counting of the final examination (if any) together with a re-count of the marks awarded for other assessment items (UC Calendar, Taught and Project Course Assessment Regulations, 7. Reconsideration of Marks and Grades).

This process is strictly an academic review. If a student has extenuating circumstances which affected their performance in a course, they should view the Special Consideration regulations.

If a student has evidence that the marking of an item of assessment had been affected by bias or inappropriate practice, they should view the Academic Appeals and Grievance Regulations (UC Calendar).

Note: All communications regarding the Reconsideration of Grade will be sent via the student e-mail address, unless specified otherwise.

I hereby declare that I am the person named above.

Signature:

Date: