



Stamp		Payment received by	
	Date	Signature	

### Examiners Use Only

This part should be filled after the examination script is remarked.

Tick as appropriate

There has been **changes** in the grade after remarking the script

There has been **no changes** in the grade after remarking the script

This part should be filled only if there is any change in the grade.

Grade before remarking  Grade after remarking

### ACTION COMPLETED – OFFICE USE ONLY

Received by:	Date:	Date student notified:	Remarked date:
Request approved by:	Examiner's Signature:		

**Note: This form must be attached to the examination script and retained.**

## Reconsideration and Appeal of Grades

*(Excerpted from Examination Rules)*

7.2 (a) A student may apply for reconsideration of a grade by making application in writing to the Dean. Such reconsideration may result in a grade being raised, left unchanged or reduced.

(b) All reconsiderations of the grade will involve the examiner checking that the student was awarded a grade comparable to that awarded to other students whose assessed work was of a similar quality. In addition, the examiner will check that all parts of the examination were marked, that the marks were accurately transcribed and the final mark calculated correctly.

(c) Applications for reconsideration of grade must be received by the Dean together with the prescribed payment slip within 3 days of publication of the grade.

(d) The payment for reconsideration of grade will not be refunded.