

REQUEST FOR ASSESSMENT RE-MARK

STUDENTS PLEASE NOTE:

Read the procedures overleaf before attaching this form to your statement.
Re-marking requests are only considered if feedback on the assessment item has been sought and received. Incomplete and late forms WILL NOT be accepted.

Date received stamp

Privacy statement: The information on this form is collected for the primary purpose of assessing your application for assessment re-mark. The information you provide will not be disclosed to a third party without your consent unless disclosure is authorised or required by law. For further information please consult the UQ Privacy Management Policy at: <http://ppl.app.uq.edu.au/content/1.60.02-privacy-management>

Student ID number

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Family Name..... First Name

Program

Semester Year

RE-MARK REQUEST

1. Course Title Course Code

2. Assessment Item.....

3. Due date for submission of assessment item or date of examination

4. Release date of the assessment mark

5. What was the grade/mark you received for the assessment item?

6. Have you received a final result for this course? (tick one) YES NO

7. Have you obtained feedback from your lecturer/course coordinator regarding your result? (tick one) YES NO

8. This feedback was (tick one): Written Verbal

Attach statement addressing reason for request: Provide a written explanation of how the mark awarded does not reflect your performance with respect to the published assessment criteria for this piece of assessment (see your Electronic Course Profile, Blackboard, or contact your course coordinator). **Applications which do not provide a sound academic case will not be approved** (in accordance with section 4.3 of PPL 3.10.10 Assessment Re-mark). Please provide any additional and relevant information in support of your request.

I certify that all information provided above is correct. I acknowledge that a re-mark will replace the original mark for the piece of assessment, which may result in a higher or lower mark and/or grade.

Signature Date

(continued over)

