

Application to View an Examination Script

Surname:

Given names:

Student ID:

Subject (Code & Title):

Email:

Signature:

Date:

Notes:

1. A student who wishes to view an examination script must complete this application form and submit it to the School Office within 28 days of the publication of official results.
2. The student will be notified of the date at which the script may be viewed in the following semester.
3. Examiners will check that all answers have been marked and that marks have been collated correctly.
4. The marks allocated will not be varied unless it is clear that an error in marking has been made and viewing of the paper will not be an opportunity to negotiate additional marks. If you believe an error has occurred, you must demonstrate this clearly to the examiner.

Re-marking and appeals

If a student is dissatisfied with an assessment grade they should follow the Student Grievance Resolution Process:

<https://www.adelaide.edu.au/student/grievance/grievance-areas/academic-decisions/assessment-grievance>

Any re-marking of an assessment will be undertaken by an independent examiner and the new marks will apply regardless of whether they are higher or lower than the previous result.

Policy on Student Access to Examination Scripts and remarking of exam		Approval date	
Authorised by	Head of School	Review date	
		Version	1
		Pages	1