Request for Re-Mark of Assessed Work

NB: Before completing this form, students should seek direct feedback from the Module Leader in order to understand fully the grade awarded. Please also refer to the Policy on Re-marking of Assessed Work for information about this process.

Section A

Full Name: ............................................................. Student Number: .........................
Stage: .................................................. Degree Programme .........................................................

Work to be re-marked: __________________________________________________

Grounds for request (please refer to Policy document) (additional information can be included on a separate sheet if required):

I understand that the grade awarded as a result of a re-mark may be better or worse than the original grade and that, whatever the outcome of the re-mark, the re-marked grade will be the final grade which contributes to the overall Stage assessment.

Signed ______________________________ Date __________________

Section B

To be completed by the School Manager:

I have discussed the request with the student and authorise a re-mark of the above work.  

I have discussed the request with the student and do not authorise a re-mark of the above work

Signed ______________________________ Date __________________