

Application for Reconsideration – Independent Re-mark



- *Standard fee for independent re-mark - \$100 per test, assignment, major exam or project.*
- *A higher fee may be set if the independent re-marking is likely to incur additional costs.*
- *Reconsideration Fee is refunded if there is a change of “Grade” (not a change of mark).*
- *Payment must be made at Student Finance before submitting your application.*
- *Please attach your receipt to this application.*

Applications for reconsideration must be submitted to the Department by:

Full name: Student ID:

Address:

Contact phone:

Please list the course assessments you wish to have reconsidered:

| Course | Assessment | Tutor |
|--------|------------|-------|
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Signature: Date:

Note: Please make your payment at Student Finance

Office use only

Charge codes: