

## **REVIEW OF RESULT APPLICATION FORM**

Students must complete this page and return the form to the **FAPDC Secretary** at:  
Faculty of Science and Technology  
75 Pigdons Road  
Waurin Ponds VIC 3216

Email: [fapdc-sci-t@deakin.edu.au](mailto:fapdc-sci-t@deakin.edu.au)

**Please read the attached information before submitting an application**

Student ID Number:	
Surname:	
Given Name:	
Deakin Email:	
Campus:	
Course Code:	

Unit Code:	
Unit Chair:	
Mark Awarded for Unit:	

**Please specify the component for review and other details as requested in the table:**

Assessment Component to be reviewed (eg. Assignment 1, Exam)	Weighting (eg 10%)	Mark allocated (eg 4/10)

**Please note that where progressive assessment is to be re-assessed then it is the responsibility of the student to provide a clean copy of the assessment task together with the previously marked version.**

### **REASONS FOR THIS REQUEST:**

Please ensure you have provided adequate reasons and that relevant documentation is attached. Reasons such as "I only need 2 marks to pass" or "I think I deserve more" or "I was not well during the exam" or "this is the final unit in the course" are not considered adequate. **The application will not be reviewed.** Not only must your reason be adequate, you will need to provide evidence to show that the review is justified. You cannot use this form to apply for special consideration.

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Student signature: \_\_\_\_\_

Date: \_\_\_\_\_

**This form must be lodged within five working days of the official notification of the result**

## REVIEW OF RESULT INFORMATION

- Students may apply to the Faculty Committee for an academic review of a result in a unit, including assessment in any part of a unit. Applications must include the grounds for such a review and be made **within five working days** from the date of official notification of the results for a unit.
- Students who only wish to check the administrative accuracy of a result should not use this form. Instead, they should apply directly to the Unit Chair.
- Sufficient grounds or the reason for seeking a review must be provided. If the explanation is inadequate or unsubstantiated, **the request will be rejected**. The following are examples of reasons that will not be accepted:
  - 'I only need 2 more marks to pass'
  - 'This is the final unit of my course'
  - 'I was not well during the exam'
  - 'I think I deserve more'
  - 'I thought I did well enough to pass'

It is the student's responsibility to provide sufficient evidence and documentation to justify a review of result. An incomplete application or one lacking in documentation will not be processed.

- Please specify the assessment task for which you are seeking a review (eg. assignment 1, examination, etc).
- Please note that where progressive assessment is to be re-assessed then it is the responsibility of the student to provide a clean copy of the assessment task together with the previously marked version.
- A request for a Review of Result may mean an amendment to numeric score and/or grade, which may be either higher or lower than that previously published. In submitting the Application for a Review of Result form you acknowledge that the decision of the Faculty Academic Progress and Discipline Committee is final and that you understand and accept the possibility of a lower mark/grade as a consequence of this review.
- The outcome of the review will be conveyed to you via your Deakin email address. Please allow up to 15 working days for the review process.
- Review of Result applications should be returned to:  
*FAPDC Secretary*  
*Faculty of Science and Technology*  
*75 Pigdons Road*  
*Waurm Ponds VIC 3216*  
**within five working days** of official publication of results.