
Request a Review of a Result

Use this form to request a review of a result.

Deadline to submit this form is within 5 working days of the release of the assessment task result or final result for the subject.

Submit this form via email to your Academic Coordinator or Academic English Coordinator, attaching any supporting documentation such as screenshots or email trails.

APPLICATION DETAILS

Student ID	
Student Name	
Subject Code	
Subject Name	
Current Result	
Date Grade was released	

REASON FOR APPLYING

You must select one of the below:

A subject outline was not provided or was altered during semester;

Assessment requirements were changed in an unreasonable way;

Due regard was not paid to an approved special consideration application;

There was an error in the calculation of the final subject grade;

Alleged discrimination, prejudice or bias from any person involved in the determination of the final subject grade.

Other reason (please specify in your statement on page 2).

SUPPORTING STATEMENT *Please also attach any supporting documentation such as a subject outline, screenshots, emails, etc.*

ACADEMIC COORDINATOR OR ACADEMIC ENGLISH COORDINATOR DECISION

RESULT TO REMAIN

*If you are dissatisfied with this decision, you have 5 working days from receiving this outcome to appeal the decision. Please follow the instructions outlined in the **Student Complaints and Appeals Procedure (Academic)**.*

RESULT TO CHANGE

Please note it can take up to 4 weeks for your result to be updated.

Date of Decision

Academic / Academic English Coordinator Name

Academic / Academic English Coordinator Signature