

York University
Final Grade Reappraisal Form

NOTE

Deadline: Requests for grade reappraisals must be submitted within three (3) weeks of the release of final grade reports in any term.

- With sufficient academic grounds, students may request a reappraisal of any “tangible” work – tangible work may include written, graphic, digitized, modeled, video recording or audio recording formats;
- The original work must be submitted for reappraisal as well as the instructions for the assignment;
- A reappraisal may result in an increase, decrease or no change in the original grade;
- Students and instructors will be informed in writing of the reappraisal result and the reappraiser’s comments;
- The relevant Faculty Administrator will ensure the anonymity of both the student and the reappraiser.

PLEASE PRINT:

Name: _____ Student #: _____

Address: _____

Postal Code: _____ Telephone #: _____

Course #: _____ Tutorial Group: _____

Course Director/Instructor: _____

Teaching Assistant: _____

Signature: _____ Date: _____

LIST OF WORK TO BE REAPPRAISED (with instructions)	Received by Staff/date

Final examination ____ (held by the Dept/Faculty/Programme)

Has the work already been reappraised by the Course Director/Instructor?

Yes _____ No _____

If yes, what was the outcome?

If no, why not?

Reason(s) for the request: Please state your academic reasons why you believe the work deserves a higher grade.

OFFICE STAFF: Grade reappraisal # _____
Results forwarded to OSP/Registrar's Office _____