



## Reread of a Daniels Faculty Final Examination

If a student believes that a Daniels Faculty final examination has been incorrectly marked, or that a portion of the examination has not been marked, the student may request a reread of the final examination. The student must first request a viewing of the examination. Once the student has viewed the final examination at the scheduled appointment time, the student must then fill out the Request for Reread of Daniels Faculty Final Examination form and submit it to the Office of the Registrar and Student Services within six months of the final examination (deadlines below). The student must demonstrate that his/her answers are substantially correct by citing specific instances of disagreement, supported by relevant evidence including course handouts, textbooks, and lectures notes. The student must not merely indicate a desire for an increased grade without providing significant supporting documentation. The Daniels Faculty will reread the examination in the context of the student statement and supporting documentation.

There is a \$36 fee for an examination reread. This fee must be submitted as cash or as a certified cheque or money order, payable to the University of Toronto. If the examination grade is changed as a result of this review, the examination reread fee will be refunded.

Note that a reread of a final examination may result in a raised grade on the examination, a lowered grade on the examination, or no change in the examination grade.

The form on the following page is to be used to request a reread of a Daniels Faculty final examination only. For information on how to request a reread of a Faculty of Arts & Science final examination, see <http://www.artsci.utoronto.ca/current/exams/rr>

### Deadlines for requesting a reread of a Daniels Faculty final examination

December examinations – the following June 30  
February examinations – the following August 31  
April examinations – the following October 31  
June examinations – the following January 15  
August examinations – the following February 28/29





**Carefully review the checklist below before signing and dating the form**

- I confirm that I have viewed the final examination before submitting this request for a reread
- I confirm that this is the first time that I am requesting a reread of this final examination
- I have read and understood the reread of a final examination instructions
- I confirm that the information provided in support of my request is accurate
- I confirm that I have paid the \$36 final examination reread fee
- I am aware that this reread may result in a raised grade, a lowered grade, or no change in the grade

\_\_\_\_\_  
 Student Signature

\_\_\_\_\_  
 Date

**Office Use Only**

Received by:

Fee paid:

Date:

Date:

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Check as appropriate:

- No change in final examination grade
- Change in final examination grade from \_\_\_\_\_ % to \_\_\_\_\_ %
- Change in final course mark from \_\_\_\_\_ % to \_\_\_\_\_ %
- Final mark submitted as mark amendment on eMarks

\_\_\_\_\_  
 Signature of Undergraduate Director

\_\_\_\_\_  
 Date