



REVIEW OF FINAL EXAMINATION GRADE

STUDENT INSTRUCTION:

1. A student is allowed to apply for review of final examination grades within five (5) working days after the official release of the final examination results.
2. All applications will be charged a minimum fee of RM 50.00 for each course and a maximum of RM 200.00 for all which is payable at the Bursary Department.
3. Please attach the following documents together with this application:
 - **Original copy of payment receipt**
 - **A copy of the examination results**
4. The completed form is to be submitted to the Academic Office.

TO BE FILLED IN BY STUDENT

Name :

New ID No. :

Old ID No. : Programme :

Contact No. : Email Address :

COURSE REQUESTED TO REVIEW:

NO	COURSE CODE	COURSE NAME	GRADE	NAME OF LECTURER
1				
2				
3				
4				

Student's Signature

Date

FOR OFFICE USE ONLY

Examination Unit

Date Received: _____

SECOND EXAMINER USE

Course Code :

New ID No. :

If there is an increase in total marks, please write your comments to support the change in marks.

Date : _____

Signature of Second Examiner
Name:

EXAMINATION UNIT USE

The re-marked script has been examined

REMARKS	CARRY MARKS	FINAL MARKS	TOTAL MARKS	GRADE
Total marks by First Examiner				
Total marks by Second Examiner				

Date : _____

Signature and stamp : _____

VICE PRESIDENT ACADEMIC USE

Application is **Approved / Not Approved** from Grade _____ to _____

Date: _____

Signature and stamp : _____

OFFICE USE (EXAMINATION UNIT)

Grade updated by : _____

Checked by : _____

Signature and Stamp