

VERIFICATION OF GRADES AND REREADS

In accordance with the Charter of Student Rights, and subject to its stated conditions, you have the right to consult any written submission for which you have received a mark and the right to discuss this submission with the examiner.

In a case where you feel that an error has been made in arriving at the final grade, a Re-Read Application Form must be completed and submitted to the BCom Student Affairs Office, requesting the instructor to carry out a detailed check that all questions have been marked, and that the final grade has been computed correctly on the basis of the term work, final examination, etc. However, during the course of the term, any requests to have term work re-evaluated should initially be made directly to the instructor.

The Desautels Faculty of Management recognizes two types of rereads or reassessments:

- reread of coursework (term papers, mid-terms, assignments, quizzes, etc.)
- reread of a final exam

In both cases, rather than recorrect the work and then grade it as they would have done themselves, reviewers assess the appropriateness of the original grade based, for example, on the application of the grading key to the student's work. If a grade is deemed unfair, it is changed, whether the new grade is higher or lower than the original, i.e., the reviewer's grade takes precedence over the original grade.

Reread of Coursework

You may apply to the BCom Student Affairs Office for rereads of written coursework. Requests for rereads involving group work require the consent of all members of the group, but only one reread fee will be assessed. It is strongly recommended that you consult with the instructor of the course before requesting a reread of coursework. Requests for rereads must be made within 10 working days of the date of return of the graded materials. Reassessments should normally be completed within 20 working days of the request.

Rereads of Final Exams

These rereads are administered by the BCom Student Affairs Office. You must apply in writing to the BCom Student Affairs Office by March 31 for courses in the Fall term and by September 30 for courses in the Winter or Summer terms (these deadlines are strictly enforced, and no requests will be accepted past them). It is strongly recommended, but not required, that you consult with the instructor of the course before requesting a reread of a final exam.

Reassessments and rereads in courses outside the Desautels Faculty of Management are subject to the deadlines, rules, and regulations of the relevant faculty.