

**NOTICE TO STUDENTS FOR
RECHECKING THE EXAMINATION SCRIPTS**

Student who intends to recheck the examination scripts should observe the followings.

- Students who want to appeal for rechecking the results should file a formal application by filling in an undertaking to the Department Chairman.
- The Department will only consider applications for rechecking within 2 weeks from the grade post date. The application period for this term is from May 31 to June 13, 2018.
- Respective teacher(s) will recheck individual examination script(s) and the General Office will notify students of the result by email **latest by June 20, 2018 (Wednesday)**.
- The students should be aware that teachers reserve the right to revise the grades up or down or recommend no change after rechecking the answer scripts.
- Only one application for rechecking will be accepted for each script.

Department of Economics
May 30, 2018

Undertaking by students
Requesting a Rereading of the examination Scripts

Student Name and ID :

Email address :

Mobile number :

Course for examination script to be rechecked :

Reason for the request :

Undertaking :

I understand fully that the grade for the course examination to be rechecked may be revised upwards or downwards and that the grade thus confirmed will be final.

Signature