

**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 release date. The application period for this term is from January 13 to January 26, 2023.
- Respective teacher(s) will recheck individual examination script(s) and the General Office will notify students of the result by email **latest by February 6, 2023 (Monday)**.
- 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  
January 6, 2023

**Undertaking by Students**  
**Requesting a Rereading of the Examination Scripts**

Student Name :

SID :

Mobile number :

Course for examination script to be rechecked :  
(Course code with class section indicated if applicable)

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.

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Signature