APPEALS AGAINST ASSESSMENT

Policy Statement

There may be instances where a student believes that an assessment task or their final grade in a unit does not correctly reflect their performance against the criteria. This policy provides a process to apply for a formal review of the grade where an informal approach is not appropriate.

This policy also applies to students enrolled in a VET course where they have been assessed as ‘Not Yet Competent’.

Grounds for Appeal

A student may appeal their assessment result if they have reason to believe that:
1. the unit outline was not provided, either by the teacher, or on eCon;
2. the assessment requirements specified in the unit outline were varied in an unreasonable way;
3. a student is of the view that a clerical error has occurred in the computation of the result, and/or
4. due regard has not been paid to evidence of illness or misadventure.

Applying for a Review of Grade

A student seeking a review of an individual assessment item should, in the first instance, approach the staff member responsible for marking the assessment item. If, after the initial approach, the student believes an error persists, or the result is not a correct reflection of their work, they may apply for a review at the end of semester following notification of their final grade.

An appeal against assessment result must be made to the Campus Dean within ten working days of the publication of results.

The grounds for appeal must be clearly described. It is not sufficient to state that there been an error or an injustice.

Decision Process

Decision making in relation to Appeals Against Assessment applications should be:

- equitable;
- consistent;
- procedurally fair;
- timely, and
- consistent with current government privacy policy.

Criteria for assessing appeals based on illness or misadventure may include:

- the severity of the event and its impact on the student’s performance;
- the nature of the assessment in which performance was affected, and/or
the student’s academic standing in other units and in the course.

An application for an appeal against assessment will be rejected when one or more of the following apply:

- the student has been the subject of a determination of the Academic Misconduct Policy;
- no reasonable grounds are stated in the application for appeal, and/or
- reasonable grounds exist to review the result, but such a review, if conducted, would not alter the result.

Possible outcomes for approved applications include the following:

- No change to result;
- Completion of alternative or additional assessment of a similar type and academic level;
- Remarking of an assignment;
- Late acceptance of an assessment item where application for late submission has not been made (the application must address the reasons for failing to comply with relevant policy on the granting of extensions, and must occur before marked assessment items have been returned to students); and
- Reconsideration of the composite result for a unit/s through a check of the computation.

If, at the conclusion of the appeals process, a student believes that there is sufficient evidence to warrant a further review of an assessment task or final grade, the student can appeal through the Academic Complaints Policy.

Reference

University of Western Sydney Review of Grade Policy
Macquarie University Grade Appeal Policy

Policy Details

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