

REQUEST FOR REASSESSMENT OF GRADING DECISION

Department of Economic History, Department of Business Administration, Department of Informatics and Media, Department of Economics, Department of Human Geography, and Department of Statistics.

A grading decision is reviewed if it's evident that the decision is clearly incorrect due to "new circumstances or for any other reason" (Chapter 6, Section 24, Higher Education Ordinance (1993:100)). This request form is submitted to the reception desk at Ekonomikum. Please note that a review does not involve a correction of already assessed answers (see information on the back of this form).

Course: _____

Exam date: _____ Anonymity Code: _____

Personal number: _____ Name: _____

E-mail: _____

Submission date of this form: _____

State here which new circumstances, or other reason, constitute arguments why the grading decision should be reconsidered. Feel free to continue on a separate sheet of paper, stapled together with the form.

Decision (filled in by the examiner):

Grading decision is changed

Grading decision is not changed

Tentamen är (filled in by the reception desk):

Utkvitterad

Ej utkvitterad

E-tentamen

Decision comment:

Date and signature by examiner:



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Grades can be reviewed, but not appealed. This is regulated in Chapter 6. Section 24 of the Higher Education Ordinance (1993:100). If an examiner finds that a decision on a grade is clearly incorrect due to new circumstances or for any other reason, he or she must change the decision, if it can be done quickly and easily and if it does not mean that the grade is lowered.

Uppsala University has defined that this means:

- Since grades cannot be appealed, no new authority shall evaluate an examination or other grading materials, such as assignments.
- The grade is reassessed by the examiner if the student requests it.
- Reassessment means a check is carried out concerning obvious errors in the correction. Typical examples include instances where points may have been added up incorrectly or a question may have been left unmarked.

In other words, reassessment occurs due to "**new circumstances**" or if the grade is "**clearly incorrect**", and if the change can be made "**quickly and easily**". *It is not about "regrading" or "reevaluating" already assessed answers, but rather correcting obvious errors.* It's important to note that the examiner always reviews borderline cases before announcing the results.

Practical Procedure at the Faculty of Social Sciences:

- Students should fill out a form requesting a grade reassessment. Subsequently, the completed form should be submitted to the reception desk at Ekonomikum. The form and the original exam paper serve as the basis for the reassessment and are delivered by the administration to the department's student office the following day. From there, they are distributed to the examiner. The original exam paper must remain accessible in the exam room for the reassessment to take place.¹
- The reassessment is handled and decided upon by the examiner.
- The argument for grade reassessment must be presented in writing.
- Reassessment involves a quick analysis by the examiner to verify if the grade is clearly incorrect due to new circumstances or any other reason.
- Assessment is based solely on what was written in the exam answers submitted during the written exam and not on any subsequent clarifications, such as additional arguments about what the student intended to convey in their response.
- If it is determined through the reassessment that the grade decision was incorrect, the grade may be raised.
- Grades cannot be lowered.
- The examiner's reassessment decision cannot be appealed.
- After the decision is made, the examiner informs the student of the result and then submits the decision to the course administration for archiving. The student can later collect a copy of the reassessment decision and the original exam paper at the reception desk at Ekonomikum.

Ver. 2023.04e

¹ "If students come to collect their examination papers, they must be informed that this may make it more difficult to have the grade reassessed or corrected later. Students must in this case be offered the option of taking a copy of the documents with them or photographing the documents." Source: <https://www.uu.se/en/students/your-rights/student-working-conditions> (paragraph 6.16).