



## REQUEST FOR REVIEW OF GRADING DECISION / BEGÄRAN OM OMPRÖVNING AV BETYGSBESLUT

A student who wishes to request a review of a grading decision shall take out a COPY of the test answer (written examination).

A copy of test answers may only be made by university staff. If the test answer has been signed out in the original, it is not considered to be a secure basis for the review of a grading decision.

Note that it is the grading decision that can be reviewed: Failed (U) - Passed (G) or Passed (G) -Passed with credit (VG). See the back of the form and *G 2016/49 Administrative procedures for the request for review of a grading decision*.

The form is submitted or sent to the course office to be forwarded to the examiner.

Name/Namn	Personal ID number/Personnummer	
Telephone/Telefon	E-mail/E-post	
Course code and name/Kursens kod och titel		
Degree programme/Utbildningsprogram		
Examination name/Examinationens namn		Date of/Datum för examination
Max. score/Maxpoäng	Grading limit/Betygsgräns	Your result/Ditt resultat
Examiner/Examinator		

Note that factual justification must be given for the errand to be treated. Following examples are not valid for a review of grading decision:

- 1) I find that I should get as many points as another student when we answered roughly the same
- 2) I think I should get more points at question number X (without giving reasons)

Reason for the review request/Begäran avser:

- Correction of grade (motivate on page 3 of the form)/Rättelse av betyg (motivera på sid 3 i blanketten).
- Review of grade (motivate on page 3 of the form)/ Omprövning av betyg (motivera på sid 3 i blanketten)

### DECISION/BESLUT

The review resulted in the following action/Omprövningen har medfört följande åtgärd:

- No reason for a change of grading shown/Ingen anledning till ändring av betyg uppvisad
- Correction regarding/Korrigerig avseende:

Date of decision	Examiner's signature/Examinators underskrift
	Name in block letters/Namnförtydligande

## **Excerpt from G 2016/49 Administrative procedures for review of grading decision**

Rules regarding review of grading decisions are regulated in the *Administrative Procedure Act* (1986:223) Sections 26-27, the *Higher Education Ordinance* (1993:100) Sections 23-24 and *V 2016/909 Rules for examination in the first and second cycles at the University of Gothenburg*. There may be two kinds of reviews: correction of a grade or review of a grade. A request for a review of a grading decision is administered by the course's programme administrator in consultation with the examiner.

Note that it is the examination decision, i.e. the grade, that can be requested to be reviewed: Failed (U) - Passed (G) or Passed (G) - Passed with credit (VG). This does not comprise borderline assessments or a general recorection of the written examination. The grade Passed (G) cannot be changed to Failed (U) upon the student's request.

The possibility of requesting a review of a grade only exists if the written examination (test answers) has been taken out as a copy. If the examination has been signed out in the original, it is not considered to be a secure basis to request a review of a grading decision.

### ***V 2016/909 Rules for examination in the first and second cycles at the University of Gothenburg***

*7. Examiners can get help from employees in the preparation of a grading decision. Only the examiner can decide on the grading of a course and is solely responsible for the grading decision. The examiner's integrity in a grading decision shall be absolute. (p 4)*

*34. If a grading decision contains an obvious error due to a writing/typing error, calculation error or a similar oversight, or if there was a mix-up of students or examination information, the examiner shall change the grade if it can be done quickly and easily. A student shall always be given the possibility of making a statement before such a correction is made. (p 6)*

*35. Grades cannot be appealed, i.e. reviewed by another body at the university or by the judicial system. (p 6)*

*36. A student can request that an examiner reviews his or her decision. Such a request shall be made in writing and submitted to the course coordinator, teacher or examiner. The university shall announce its standpoint in the matter. A review shall not entail that new examination possibilities are offered. It is only the grading decision that the examiner can review. (p 6)*

### ***Higher Education Ordinance (1993:100)***

#### *Correction of grade*

*Section 23 A decision as per Section 26 of the Administrative Procedures Act (1986:223) regarding correction of a typing/writing error, calculation error or similar oversight with regard to a grade shall be made by an examiner. Ordinance (2006:1053).*

#### *Review of grade*

*Section 24 If an examiner finds that a decision on a grade is clearly incorrect due to new circumstances or for some other reason, he or she shall change the decision if it can be done quickly and easily and if it does not mean that the grade is lowered. Ordinance (2006:1053).*

