



# Petition for Academic Grade Appeal

## Stage Two – Re-read

Registrar's Office Halifax NS B3M 2J6 (902) 457-6117 FAX (902) 457-6498  
[registration@msvu.ca](mailto:registration@msvu.ca)

Complete this form, and provide all necessary documentation, if you have finished Stage One and are unsatisfied with the results. This form must be submitted within two weeks of the completion of Stage One.

By initiating a re-read, the student forfeits the grade originally assigned and understands that a grade will be assigned as a result of the re-read process. Grades may go down as well as up, and the grade decision reached after a re-read is final.

Student ID#	Last Name/Surname	First Name(s)/Given Name(s)		
Apartment/Street	Town/City	Province	Postal Code	
Date of Birth	( ) Phone Number	Mount Email Address		

### Course Information

Course (including section number)	Academic Term and Year
Faculty Name	Unit Value

I have discussed my final grade with faculty: ☐ Yes ☐ No

Faculty Signature \_\_\_\_\_

I am also submitting the following necessary documentation:

- ☐ Originals of all graded materials
- ☐ One photocopy of all graded materials

**(Originals & photocopies must be received before Registrar's Office can proceed with your appeal)**

Please provide reasons/explanation for your Appeal below:

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\_\_\_\_\_  
Date

\_\_\_\_\_  
Student Signature

## Academic Appeals Procedures

