

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

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.

FEES: \$25 re-read fee must accompany this form

_____ Student ID#	_____ Last Name	_____ First 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

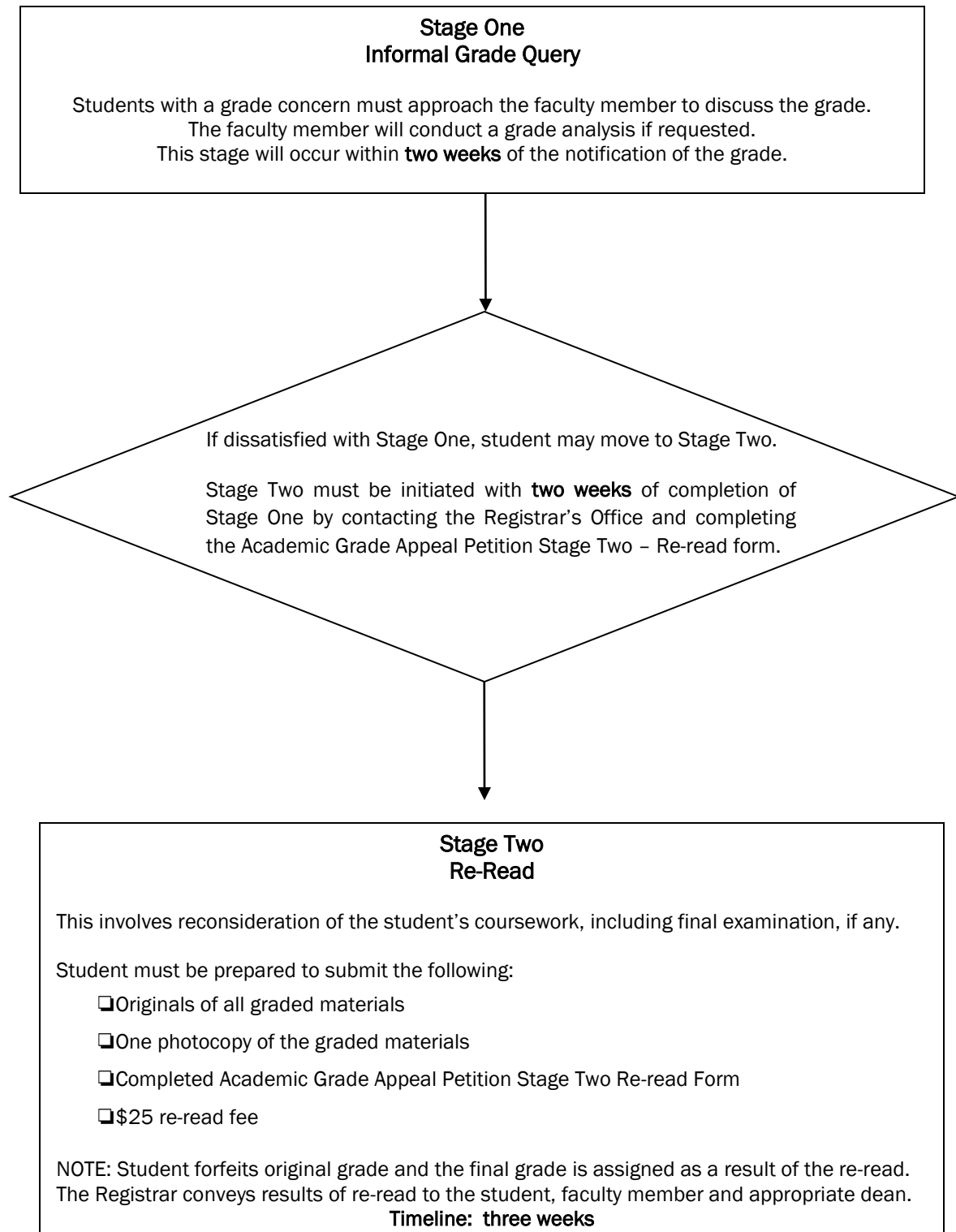
(Originals & photocopies must be received before Registrar's Office can proceed with your appeal)

Please provide reasons/explanation for your Appeal below:

Date

Student Signature

Academic Appeals Procedures



**The re-read is final.
There is no avenue for further appeal of a grade.**