

ECE264 Regrade Request Form

Please complete the following form to request a regrade. Please observe the following instructions:

- Please be polite and courteous when making a regrade request. Mistakes happen, and we will try our utmost to ensure everyone gets the mark that they earned.
- All regrades require a completed form to be submitted no later than two weeks from when the exam or assignment was returned to you. Assessment will never be regraded after two weeks has passed.
- The instructor reserves the right to regrade the entire exam. It is possible to lose points if the instructor discovers other marking mistakes.
- The instructor may copy the exam before returning it to you. If you modify an answer and request regrading, then you may receive an F in this course, and you may be reported to the Dean of Students for academic dishonesty.

This form should be returned to the course instructor.

Question Number	Clearly explain why you believe the marker made a mistake

2. Enter any additional comments regarding your grade in the space below.

3. Read the following statement and sign afterwards to show that you agree with the terms of this re-grade request.

I understand that the course instructor may regrade the entire exam or assignment. This may result in an increase or decrease in my overall grade. I have not modified the exam or assignment in any way, and present my work in good faith, understanding the possible penalties of academic dishonesty.

Sign: _____

Date: _____

Print Name: _____

Email: _____