Are you seeking feedback or concerned about an assessment or examination mark or your final mark and grade for a unit of study?

Feedback
Following information and instructions in the unit of study outline or manual, contact the School/Discipline or unit coordinator for:

- A breakdown of your mark;
- An opportunity to view your marked assessment or exam script;
- Feedback on your performance in the assessment or exam and/or your performance across the whole semester.

If you have concerns after receiving this feedback...

Appeal of Academic Decision
Award of an assessment or examination mark or your final mark and grade for a unit of study constitute an Academic Decision. If you believe you have genuine grounds for contesting a result, you may apply to have the decision reviewed.

1. Informal resolution
Within 15 working days of the Academic Decision (or within 15 working days of the unit of study result being posted by the University),

Following information and instructions in the unit of study outline or manual, contact the School/Discipline or unit coordinator for:

- An opportunity to discuss your concerns and/or request a review (this could be by meeting with the relevant unit coordinator or by email)

The unit coordinator should address your concerns, and provide you with an explanation of the reasons for the Academic Decision.

If your concerns are still not resolved...

2. Appeal to the Faculty of Science
Within 20 working days of the informal resolution outcome,

If you genuinely believe that due academic process or University policy (Coursework Policy 2014 and Assessment Procedures 2011) have not been followed by the School/Discipline, submit a written appeal to the Faculty:

- Submit the appeal form and all relevant supporting documents to the Faculty by email.
- The Faculty will acknowledge receipt of your appeal by email within three working days and will attempt to investigate and resolve the matter within 10 working days. The appeal outcome will be sent by email to your university email and will inform you of any further right of appeal [http://sydney.edu.au/student_affairs/academic_appeals/index.shtml](http://sydney.edu.au/student_affairs/academic_appeals/index.shtml)