



# UNIVERSITY OF KURDISTAN HEWLÊR

## ACADEMIC REGISTRAR'S OFFICE

Serial No

### ACADEMIC APPEAL FORM AY 2018-19

This form should be used by students to submit an appeal for their Mid-Term or Final Examination grade (course work assignments cannot be appealed). Students may appeal their grades only within the time given by ARO.

Student Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_  
 Contact Number: \_\_\_\_\_ UKH Email Address: \_\_\_\_\_  
 Department: \_\_\_\_\_ Level: \_\_\_\_\_

#### APPEAL DETAILS

1<sup>st</sup> Semester Mid-term  1<sup>st</sup> Semester Final Exam / Re-sit of Final Exam  
 2<sup>nd</sup> Semester Mid-term  2<sup>nd</sup> Semester Final Exam / Re-sit of Final Exam  
 Module Name: \_\_\_\_\_

Request:  Normal recounting of marks  Remarking of exam script  Attendance

**State the reason of making the appeal** (*appeal won't be processed if no reason is given*)

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### DEPARTMENT'S RECOMMENDATION

Module Leader's recommendation:  
 .....  
 .....

#### APPEAL'S DECISION

Accepted  Rejected

\_\_\_\_\_  
 Department Chair's Name & Signature      Dean's Name & Signature      Date

#### FOR ARO USE ONLY

Received by: \_\_\_\_\_  
 Name of ARO Staff & Signature      Date