



Request for reexamination/amendment of grade

Student's name	Civic registration number
E-mail	Phonenumber
Name of Course	Date of Examination

Please observe that it is the grade (U, G or VG) that will be reexamined or amended and not the amount of points unless this does affect the given grade.

Reason for request about reexamination/amendment

- Question/task have not been examined/amended
- Correction of a mistake (state the mistake below on the dotted line)
- Reexamination of grade (please motivate)

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Date

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Student's signature



Rules for grades and examination on basic and advanced level, Established by the Head Master 2022-04-29 (Dnr:FS 1.1-574-22)

4. Reexamination of grade

4.1. Grades cannot be appealed against, which means be tried by a higher authority, but a student can always leave remarks against the examination or demand that the examiner to reexamined their decision.¹²

4.2. If another examiner finds a decision about the grading to be obviously incorrect due to new circumstances or for some other reason, the examiner should change the decision if it can be done in a vast and easy way and if it does not mean that the grade is lowered.¹³

4.3. In order to eliminate suspicion about cheating the student, who want to make a remark about the grading or ask for a reexamination, should not collect their original copy of the test. Note that the student does not lose their right to reexamine their test even if the original copy have been collected.¹⁴ Jmf 17.4

5. Amendment of grade

5.1. A decision about grades who contains an obvious incorrection due to a typing error, miscalculation or similar oversights, are allowed to be corrected, to the students advantage and/or disadvantage.¹⁵ Such decisions about amendments are made by the examiner ¹⁶. Amendments who are made to the students disadvantage should be made cautiously. Before such an amendment is made the student must be given an opportunity to utter himself/herself.

Administration Law (1986:223)

Amendment of typing errors and similarities

26 § A decision containing an obvious irregularity, due to the authorities or someone else's typing errors, miscalculation or similar oversight, may be corrected by the authority who announced the decision. Before the correction is made the authority shall give the party an opportunity to utter himself/herself, if the errand concerns an decision made against a specific person and if the arrangement is not necessary. Law (1990:456).

Reexamination of decision

27 § If the authority finds a decision, which they have notified primarily, is obviously incorrect due to new circumstances or for some other reason, shall the authority change the decision, if it could happen swiftly and without disadvantage to any single party. The duty is also applied if the decision is appealed, unless the complainant request that the decision shall not be valid until further notice (inhibition). The duty is not valid if the authority have turned over the documents within the errand to a higher authority or if there are special reasons for the authority to change the decision..



From the studentexpedition:	To the studentexpedition:
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The request for reexamination/amendment leads to the following decision:

The decision will not be changed due to lack of reason to change the grading.

The Decision will be changed as follows:

From	To
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The examiners motivation to change the grade:

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Date of change

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Examiners Signature

Name clarification