

Courses with External Partners

- Upon release of results, students who are dissatisfied with the outcome may submit an appeal according to the appeal procedure detailed in the programme handbooks by the respective universities.
- Results of appeals will be released within 8 weeks.

APPEAL PROCESS

In-house Courses

- Upon release of results, students who are dissatisfied with the outcome may submit an Examination Appeal Form to the Academic Administration Executive. This is to be done within 7 working days of the release of examination results.
- The Academic Administration Executive is to acknowledge the receipt of the Examination Appeal Form within 3 working days, and proceed to submit the appeal to the Academic Director.
- The Academic Director is to review the appeal request and decide if it is a valid appeal. If the request qualifies for an appeal, a different marker will be designated to re-mark the paper. Comments in relation to the re-mark must be stated in the Examination Appeal Form, which would be circulated to the Examination Board President for his/her review and approval.
- All decisions made by the Examination Board are final.
- The Academic Administration Executive will inform the student of the final decision within one month from the date of the appeal.