

Computer Science Tripos Mark Check Form

Request for Exam Mark Check

Name:

CRSID:

College:

Director of
Studies/Tutor:

Tripos Part:

Paper:

Question number:

To be completed by your College Director of Studies or Tutor

Name:

Reason for a mark check:

Signed:

Date:

You should submit this form to Student Admin. IA queries about NST, Mathematics or PBST papers will be forwarded by Student Admin to the relevant administrator in those Departments.

Examiner response:

Name:

Signed:

Date:

Student Complaint Procedure Stage 1 – Local Resolution

This form should be used if you feel there is an issue with your examination marks and completed by you and your college Director of Studies or College Tutor within 28 days of receipt of your results.

This check is to ensure that marks have been correctly transcribed from the question assessor to the master mark sheet and then to the grade roster.

If a student thinks their mark is too low they would need to go to the Applications Committee with a good reason. Please see the further guidance links below.

<https://www.cst.cam.ac.uk/information-current-students>

www.studentcomplaints.admin.cam.ac.uk/examination-reviews

<https://www.student-registry.admin.cam.ac.uk/about-us/applications-committee>

The new Procedure states the following:

- Complainants will not be disadvantaged for raising a valid complaint;
- Complainants are required to communicate respectfully and reasonably at all times;
- Complainants should raise complaints as soon as possible and within the timeframes;
- Anonymous complaints will not normally be accepted;
- Student can bring a supporter to any meetings that take place.