Regrade Instructions

To the Student:
Please review your regrade requests with your GSI first to make sure that the requests are valid. If the request is valid, write your request on the front of this sheet. Your GSI must then initial it. (NO initials equals no regrade!)

You may request **up to 3 questions only** to be regraded. You must include your exam and you must include a reason that indicates you have the correct answer and that you have looked at the grading criteria that are posted in the glass display case outside of 2084 VLSB. Justify your requests in the box by listing the page #, question # and your justification. Requests like "I deserve more points", "I need every point I can get", etc will result in a deduction of 5 pts.

All regrade requests are due **by Friday 12/1 by 4 PM** in the mailbox outside of 2088 VLSB. NO EXCEPTIONS – that includes you left it at home, etc..

Please fill in all of the information for the following table EXCEPT Columns 4 & 5.

Your Name _____ **Section #**____ **GSI Name** _____
(Print legibly)

Page # & Question #	Possible # of Points	Your Score	Regrade Points	New Score

GSI: Total Old Score _____ plus **Total # of Regrade Points:** _____ **= Total Revised Score** _____**.**

To the GSI:
Please review all requests and initial valid requests. (No initials--no regrade!)

page #= _____, question = _____, reason =

GSI Initial: _____

page #= _____, question = _____, reason =

GSI Initial: _____

page #= _____, question = _____, reason =

GSI Initial: _____