

Dear College Appeals Committee Members,
RE: Assessment appeal

I respectfully wish to submit an Appeal Against Assessment for my final grade in the course XXXXXX, which is part of the program MC208 Master of Information Technology, owned by the School of Computer Science and Information Technology.

As per section 4 of the Assessment: Conduct of Assessment and Appeals procedure, I would like to appeal on the following grounds:

*4.3.1 The student has evidence that an error has occurred in the calculation of the grade;
4.3.4 The student has evidence that the assessment did not comply with University policies on assessment (i.e., an error in process has occurred)*

I got my result on 01 December 2014 and contacted the Course Coordinator about review through email and got an automated reply that she is overseas. On 11 December 2014 I received an email for a review on 12 December 2014. I went for a review and checked my answer sheet and found a few questions where I could get some marks. For questions 4.4 and 4.5 I was given only 1 mark out of a possible 6 for each question. My course coordinator agreed in the meeting that I had provided enough information to be given additional marks for question 4.4 and 4.5. My course coordinator asked me to complete the review form and on 19 December 2014 I got the following reply from the course coordinator from which I am not satisfied. Here are the details of the reply I received:

Dear XXXXX, I've looked at the exam again in light of your review request. While it is true that you could have gained a couple of marks in the questions you listed, you also were incorrectly given 2 marks for question 1.1, which had an error in the marking guide. Therefore there will be no change to your mark for the course. All the best.

Based on the reply I received from course coordinator I want to make an appeal. During the review session with Dr XXXX I was told to specifically check my answers and marks for question 1.1 of the exam paper. Dr XXXX explained that since there had been an error with question 1.1 all students who had received a 0 for question 1.1 would be given an additional 2 marks. When I went into the review room I was asked to write my name on a piece of paper that was a list of all the students who had sought a review. Any student who sought a review and got a 0 for question 1.1 was asked to tick in the column beside their name and they would be given an extra two marks for question 1.1. I checked my paper carefully but discovered that I had been given two marks for question 1.1 and there was therefore no need for me to tick beside my name.

Since completing and submitting the review form I have received further correspondence from Dr XXXX which states that any additional marks I could have been awarded for questions 4.4 and 4.5 (up to an additional 10 marks) are counterbalanced by two marks that I was supposedly given in error for question 1.1.

I believe that this situation is unfair. I did not receive a clear response from Dr XXXX which stated that my responses for questions 4.4 and 4.5 were only worth an additional 1 mark per question, in fact in the review meeting I was led to believe that I would probably get more than one extra mark per question. I discussed the answers for these two questions with Dr XXXX, where she went through the criteria and what kind of responses she was looking for and I pointed out in my paper where these responses occurred. There were a number of required criteria and I met many of the criteria for each question. I do not understand how this could result in the addition of only two marks (which were then counterbalanced by the two marks lost in question 1.1). I therefore believe that there has been an error in the calculation of my grade.

I also think it is unfair that I was stripped of two marks for question 1.1 when all the other students who were on a 0 for question 1.1 and asked for a review were automatically given 2 extra marks. If this is the case I believe my mark for question 1.1 should also be two marks as other students who had a zero for that question got their marks changed. Section 1.6 of the RMIT Assessment Policy says that assessment should be fair and I do not believe that this was a fair situation. Section 1.5 and

1.6 of the same policy say that marking criteria should be clearly articulated to students. It would seem in this situation that the criteria for marking is different from student to student which is not clear or equitable.

Therefore, I respectfully request to appeal my assessment given the above arguments.

Please see the following attachments:

1. Emails requesting a review with Dr XXXX
2. Outcome of exam review request from Dr XXXX
3. My grades from Semester 1 2014
4. My provisional grades for COSC1182 Usability Engineering
5. Copy of Course Guide

Should you have any further question please do not hesitate to contact me.

Thank you for your consideration.

Sincerely,