Nonprogram Regrade Request
Attach any graded hardcopies related to assignment (if any)
Be complete but concise

Name: _____ Date: _____

Assignment: _____ Class: _____

1. _____ (Initial to confirm) I completely (re)reviewed the syllabus. I affirm that this request complies with all syllabus policies.

2. _____ (Initial to confirm) I understand that I may only request regrading when I have a credible justification. This is not an opportunity to request a regrade of an assignment just to see if I might get lucky. I understand that abuse of the regrade request may result in a lower (even negative) grade.

3. _____ (Initial to confirm) I have completely read and followed the regrade request instructions. I understand that failure to completely follow the instructions for a regrade request may result in a rejection and such rejections are unlikely to be reconsidered.

4. (Fill in the blank – e.g., love, despise) I _____ fluffy bunnies and myself as a person.

5. _____ (Initial to confirm) I have carefully read the test document. I have a copy of my final submission for this assignment, and I have executed the *full* test on my *final* submission. I conducted my tests on the department Linux boxes (unless otherwise specified) using all compile/JVM options given in the test document. Below are all additional special options, etc. that I used to execute the tests.

6. _____ (Initial to confirm) I understand that a regrade request may initiate reconsideration of all tests/grading for the assignment (not just the tests I request for reconsideration), which may result in a lower grade.

7. Clearly list the specific (sub)tests to be reconsidered in the specified format (see below).

Do <u>NOT</u> submit any materials from this page or below. These are instructions for the regrade request.

Make sure to carefully read and follow the instructions below.

Required format for each element
<Element>
<Explanation of why regrading should be considered>

Example:
Problem 2
My solution matches the solution handout, but the problem is marked as incorrect.

Note:
- Submit the page above by email from your Baylor email with subject line "Regrade Request: <Assignment Name>"
- You may only submit a regrade request when each such reconsideration is well justified. Do not abuse this mechanism; your grade may be lowered as a result.
- A regrading may reconsider the entire assignment. If a flaw is found in the process of regrading, it may result in additional penalties.
- Carefully review the test; make sure you are working from the final test version and are considering all aspects of the test (e.g., JUnit test and testing document).
- When you reference a element, make sure to use the element name from the assignment. For example, if the problem is P3, use that as the name of subtest, not some other name like "Problem about MAC address."