

Application for Grade Appeal

Appeal period: 1-14 Jun, 2017

All application letters should be submitted to CSE general office SHB1028 in hard copy (One letter for one course); Email is not acceptable.

Details should be mentioned in the letter:

1. Attn: Prof. Heng Pheng Ann (Department Chairman)
2. Course Code & Title
3. Reason of appeal (State the marks of assignments, mid-term, course work, project, etc.)
4. Student Name, SID, Major
5. Submission Date
6. Mobile no.
7. Students' signature

Department would revert students grade appeal letter to the related course teacher in order to review students assessment grade. The grade appeal result would be notified by a formal letter around the late of Jun.