**Guidelines Title**
Verification of failure of units

**Parent Policy/Procedure**
Marking and Feedback Procedure

**Date Effective**
Semester 2, 2011

**Review Date**
2016

**Guidelines Owner**
Associate Dean (Education)

**Category**
Academic Quality and Standards

**Version Number**
1.2

**Content Enquiries**
sci-education@monash.edu

**Scope**
This procedure applies to all undergraduate units taught by the Faculty of Science.

**GUIDELINES STATEMENT**

1. Where an overall final mark of a student is 49 or less, a complete check shall be made of the final examination paper in question to establish that the examination marks and the in-semester marks have been tallied correctly. In addition, where the overall final mark is in the range of 45 to 49, the final theory examination paper must be remarked by a second marker.

2. Records of all papers remarked shall be kept, including the names of the first and second markers and the date of the second marking.

**Responsibility for implementation**
Head of School
Chief Examiner

**Status**
Revised

**Approval Body**
Name: Faculty Education Committee  
Meeting: 05/2011  
Date: 24-August-2011  
Agenda item: 2.1

**Endorsement Body**
Name: NA  
Meeting: NA  
Date: NA  
Agenda item: NA

**Definitions**
## Faculty of Science Guidelines

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