

Request for Further Assessment

Complete this form to request a further attempt of an examination, test or assessment which you were not successful in passing in the previous attempt.



Submit your request **within five (5) working days** of the release of assessment results.

A1-R1 Academic Statute specifies the conditions for further assessment attempts and your Programme Regulations specify the number of attempts permitted.

Return this form to: your tutor

1 PERSONAL DETAILS

First or Given Name(s)

Surname or Family Name

Email

Telephone

Student ID

Domestic Student

International Student

I am enrolled with

Whitireia Community Polytechnic Ltd

Wellington Institute of Technology Ltd

2 FURTHER ASSESSMENT DETAILS

Type of further assessment:

Assessment

Supervised assessment/examination

Course Code	Course Title
Assessment	

Submit this form to your tutor to confirm eligibility for further assessment.

3 CONFIRM ELIGIBILITY (Tutor to complete)

Is the student eligible?

Yes

No

Tutor

Name

Signature (Type name if completing digitally)

Date

Fee for materials: \$

4 FEE PAYMENT

If payment is required for materials please pay the amount due (shown above) to the Student Experience Team at the Information Desk and attach the receipt to this form.

5 CONFIRM FURTHER ASSESSMENT EVENT

Resubmit this form to the tutor when fees (if any) have been paid.

Location	Date	Time

Tutor

Name

Signature (Type name if completing digitally)

Date