Faculty:
Department:

Mark Amendments following December 2011 Assessment Round

This spreadsheet should be used to inform the Assessment Unit of any mark change following agreement of that mark at the last DAP meeting.

Before updating the spreadsheet, it is essential that both internal and external moderation processes are undertaken.

This spreadsheet will be retained as an audit trail of mark amendments following the DAPs and reported to their next meetings.

Department	Domain	Module Code	Year	Period	Occ	Module Leader	SID in FULL including /	Student name	Attempt No	Element	Old Mark	New Mark	Reason	Date requested and by whom	Date Chair authorised	Date actioned and by whom
BB	BB-C	BB115321S	2010/1	SEM2	A-1	E Duck	0101010/1	J Bond	1	010	45	54	Incorrect mark provided	16.06.11 jb7	17.06.11 mm1	17.06.11 eb2
BC	BC-D	BC215789S	2010/1	SEM2	C-1	G Gopher	0987654/1	S Smith	1	012	0 HE	0 F	Assessment Offence Outcome	11.07.11 sh2	15.07.11 jw5	16.07.11 jm6