

Please note that the outcomes of all Rechecks must be presented to the Examination Board where all grade changes and awards (where applicable) are ratified.

Examination Rechecks

(a) Recheck Definition

To recheck the examination materials shall mean to verify that:

- i. the correct candidate number has been assigned to the candidate's examination materials,
- ii. all sections of the examination materials (including continuous assessment) have been marked and,
- iii. these marks have been entered and combined accurately in arriving at the final examination result

(b) Procedures to be followed to request a Recheck

- i. A written request for a Recheck must be received by Student Services not later than 10 working days after the date on which the examination results are first published. Where a module result has been released as a provisional result the 10 day limit commences from that date. Where a result has NOT been provisionally released the 10 days commences from the date the ratified results are published. In both, the term "published" will mean the date the results have been made available to candidates in the Results Area of the III website or have been added to the candidate's academic record in the III Member Area of the website.
- ii. Where the III is of the opinion that such action is appropriate, the III may retrospectively exempt a candidate from the application of Recheck Procedure (b) (i).
- iii. The III will charge a fee of €35 for a Recheck of each examination paper. In the event of the Recheck resulting in an upward revision of marks, this fee is refundable.

