

Unfinalised Results Policy

Undergraduate Policy

Blank, WH, DEF or NS grades should be finalised within six weeks into the subsequent standard semester. Result Amendments must be returned on a [University Post BOE Result Amendment Form](#). All signed amendments to unfinalised results (once checked for accuracy by the course administrator) must be forwarded to the Faculty Undergraduate Student Services office for processing and ratification by the Deputy Dean (Education and Quality) or nominee at the Associate Dean level.

Any requests by Teaching Departments to extend a blank, WH, DEF or NS result beyond six weeks into the next standard semester should be forwarded for approval to the Deputy Dean (Education and Quality) or Associate Dean Teaching.

Any results that do not have the Deputy Dean's approval to remain as blank, WH, DEF or NS will be automatically changed to a Fail grade by the Faculty Undergraduate Student Services office after 6 weeks into the subsequent standard semester.

Where a Post BOE result is returned with a mark falling within the approved range for supplementary assessment, the Faculty Undergraduate Student Services office will refer the result to the Deputy Dean (Education) for consideration for a NS grade as appropriate under the Faculty assessment policy. Where such a result is returned, the Unit leader may recommend that the granting of an NS should occur, however this is not compulsory.

Exemptions

The following units will not require approval from Deputy Dean (Education) for an extension to the withheld grade each year:

PTY4070 may be maintained as withheld from semester one until November Board of Examiners meeting each year.

MED1011 and MED2031 may be maintained as withheld from semester one until December close down each year.

Document Title:	Unfinalised Results Policy	
Date & Version:	7/06/2009	V.2
Authorised by:	FUEC 2/2006 , FB 3/2006	
Revised:	FUEC 2009/2, FB 3/2009, FUEC 2008/6, FB 1/2009,	