



Final examination viewing application for Biological Sciences

First name: _____

Last name: _____

Student number: _____

Email: _____

Course number: _____ Section: _____

Course instructor: _____

Viewing date: January 17, 2024

Location: 212 Biological Sciences Building

Form to be submitted by: January 12, 2024

Conditions of the review of final examination script:

- **Student card:** You must present your student card when you submit the application form and before viewing your exam.
- **Application window:** You must return your completed application form to the department of biological sciences general office (212 Biological Sciences Building). You will be contacted via email regarding booking your exam viewing time.
- **Allotted viewing time:** Exam viewing may occur only at the specified day and time and in the presence of an invigilator who is not your course instructor. You will have 15 minutes maximum to view your exam.
- **Purpose of exam viewing:** The purpose of viewing final exams is not to negotiate the marking of the exam. The only exception is an obvious case of incorrect addition, whereby the invigilator should be informed and will forward the information to your course instructor. You may formally appeal your final grade through the Registrar's Office.
- **No copies or recording devices:** You may not make copies of, or take information, in any form, from the exam paper. Writing materials, cameras, cell phones and any type of recording devices are not allowed. Possession of these restricted devices contravenes the University Student Discipline By-law.
- **No tampering:** You must return all exam papers to the invigilator who will record the receipt of the exam paper upon your exit from the viewing session. Tampering with the final exam paper in anyway contravenes the University Student Discipline By-law.

I have read, understood and accept the 'Conditions of the review of final examination script' listed above:

Applicant's signature: _____

Date: _____

Please submit this form by e-mail to BioSciUGInquiry@umanitoba.ca.