Deferred & Re-sit Assessment Flowchart

This flowchart is intended to provide an overview of the Deferred and Re-sit Assessment process and should be read in conjunction with the Deferred or Re-Sit Assessment Policy.

(DE1) Student was prevented from submitting assessable work, or attending examination, or standard/performance was affected (during or at end of semester) & applies for Special Consideration (1)

(DE 2a) Special Consideration Assessment Panel denies application. Original result stands & Panel advises Student via email

Email to be sent at least 5 working days prior to date of Deferred/Re-sit Assessment

(DE 2b) Student is granted a Deferred or Re-sit Assessment by Special Consideration Assessment Panel: Panel advises Student (via student email address) & School of approval

Grading Status whilst application under consideration = DEF for Deferred or enter numeric grade for Re-sit

(DE 3) Student notified of details of Deferred/Re-sit Examination via student email account (1&2)

NOTE 1: Refer to policy on Special Consideration

DE 4a) Student sits Deferred/Re-sit Exam

Within 10 working days of lodging complete application

(DE 4b) Student fails to sit Deferred/Re-sit Exam

Email to be sent at least 5 working days prior to date of Deferred/Re-sit Examination

(DE 5a) Assessed – Full range of results available

The final grade is to be recorded by the School prior to the deadline for altering the student’s enrolment for the next semester of study.

(DE 5b) Zero result for this item of assessment (Deferred) or original result stands (Re-sit)

The final grade is to be recorded by the School prior to the deadline for altering the student’s enrolment for the next semester of study.

(DE 6) Result recorded

NOTE 2: Timing of Deferred/Re-sit Assessment/Exams:
For Programs with 2 main teaching periods per year (i.e. on-shore) Deferred/Re-sit Assessment must be held by the end of the first week of the next semester.

For Programs with more than 2 main teaching periods per year (i.e. some off-shore programs) the Deferred/Re-sit Assessment must be held within 4 weeks of the date of publication of results for the relevant semester.

NOTE 3: Content of Deferred/Re-sit Assessment/Exams:
Deferred assessment must test the same areas of skill and depth of knowledge that the original assessment was intended to cover.

NOTE 4: Refer to policy on Special Consideration