

Notice to Resubmit

Current Student Details

Given Name(s)				Family Name:			
Course:	<input type="checkbox"/> BDes	<input type="checkbox"/> MDes	Specialisation:	<input type="checkbox"/> Fashion	<input type="checkbox"/> Interiors	<input type="checkbox"/> CD&S	

Resubmission:

- Should a student fail to pass an assessment task during the study period and obtain a grade between 40-49% for an assessment task, they may re-submit the assessment.
- Only one re-submission or re-assessment is permitted per assessment. The student and the assessor must negotiate a specific timeframe for the re-submission of the assessment task and note and sign the re-submission timeframe on the Assignment Submission Form.
- A student may only be awarded a 50/Pass grade for a successful re-submission or re-assessment result.

Notice to Resubmit

This notice serves to inform you that the assessment detailed below has not attained the minimum PASS GRADE and is required to be resubmitted. Depending on the weighting of the assessment, failure to re-submit by the deadline could lead to a FAIL in this unit and will need to be repeated at an additional expense.

Subject:			Teacher:		
Assessment weighing:			Original due date:		
<input type="checkbox"/> Assessment 1	<input type="checkbox"/> Assessment 2	<input type="checkbox"/> Assessment 3			

Details of assessment resubmission requirements:

Deadline for resubmission:

Assessor signature:

Students will be required to comply with the Whitehouse Code of Conduct and all relevant policies and procedures.

This procedure is governed by the:

- Student Progression and Exclusion Policy
- Learning and Teaching Policy
- Whitehouse Code of Conduct

Office use only: (Please provide a copy of this notice to Student Administration)

Method of Notice:	<input type="checkbox"/> In class	<input type="checkbox"/> Emailed	<input type="checkbox"/> Mailed	Date:	
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