

# **Examination Review Policy**

Faculty policy.

**Revision history:** Formerly a part of the annually revised Student Handbook, then part of the Examination Policy; established as a standalone policy May 2024.

**Related policies and forms:** Criteria for Final Course Grade Policy; Examination Administration Policy; Grading, Scholastic and Other Honors, and Specialized Courses Policy

Review date: June 2025 (Chief Information Officer and Associate Dean for Online Education)

#### A. Introduction

Faculty typically review final examinations with students upon individual student request. All written examinations will indicate raw points for each question and the total raw points earned. Students should be aware that the faculty may change grades only as provided in the Grade Change section of the Grading and Scholastic Honors Policy. The purpose of the review is solely to enhance the student's education.

### B. Grades Below C+

A student with a grade of C or below is entitled to an individual conference with the faculty member to determine the causes of the student's poor performance. This conference should not be construed as an opportunity to dispute the grade assigned.

## C. Grades of C+ and Above

Individual conferences with faculty cannot be expected, but some feedback is appropriate for students with grades of C+ and above. Members of the faculty may devise their methods to provide such feedback.

### D. Policy Revisions

Southwestern reserves the right to change or modify any aspect of this policy at any time, with or without prior notice.