SCRIPT VIEWING (SV) POLICY

1. A student may apply to view an Exam Answer Book only after they have applied for and received the outcome for a Result Appeal or Assessment Feedback Report.

2. On approval of such a SV application, the student may view the exam answer book, with the following provisos:-
   i. The exam answer book will be viewed in the presence of an IMM Graduate School staff member
   ii. The exam answer book may not be removed from the venue
   iii. No notes/writing may be added to the answer book
   iv. No other documents are allowed inside the viewing room
   v. In order to ensure confidentiality, only the student concerned as well as the IMM Graduate School staff member staff may be present
   vi. A maximum of one hour viewing time will be allowed per module
   vii. Prior to the SV, the student will be required to sign a declaration stating that he/she understands the above mentioned provisions and will adhere to these.

3. The purpose of the script viewing is to allow the student to confirm the following:-
   i. The exam answer book provided is that of the student
   ii. The exam answer book is intact
   iii. The exam answer book has been marked in full
   iv. The marks have correctly been totalled and
   v. The mark awarded for the exam answer book, together with the assignment (where applicable) was correctly calculated to form the mark appearing on the semester result statement.