

Feedback on Ordinary Exams

The Law School has introduced a new four-stage feedback process in relation to Ordinary exams. We hope that this will help students to reflect on their exam performance and seek to improve it.

This process will run **in addition** to the existing feedback which is available for students who have failed an Ordinary exam.

Where you wish feedback on an Ordinary exam paper, the four-stage feedback process is as follows:

1. Receive exam results;
2. Consult the generic feedback, which will be posted on the course website usually within 3 weeks of the release of exam results;
3. Consult your exam paper in Old College. Exam papers will be made available during Freshers week and week 1 in September for the April/May and August exams, and in late January/ early February for the December exams. Precise dates will be notified nearer the time.

You will be able to review your paper (but not remove it from the office). It is recommended that you use this opportunity to review your script against the generic feedback and the Ordinary Marking Criteria, both available on the School website.

If you wish to see your exam paper in this period, please email: law.exams@ed.ac.uk at least two days in advance, so that the Teaching Office can ensure it is available for consultation on the appropriate day.

4. Seek a meeting with the relevant Course Organiser, **using the form below**, to discuss any queries you may have. Where you wish to arrange a meeting with the Course Organiser, please follow the instructions in the form below.

Note that the above process is intended to help students who have passed and wish further guidance: a meeting with the Course Organiser will remain as of right for students who have failed the exam. If you have failed an exam and wish to discuss your paper with the Course Organiser, please email him/her directly to request an appointment.

If you have any queries or concerns please contact (i) your Director of Studies or (ii) your LSC rep.

Dr Gillian Black
Director of Undergraduate Studies

Request for Individual Feedback on Ordinary Exams

If you passed the exam in question and wish to arrange an appointment with the Course Organiser to discuss your exam performance, please complete this form and email it to the relevant Course Organiser.

Before doing so, you must have reviewed the generic feedback provided on the course website, and checked your exam script.

NOTE. Any meeting with the Course Organiser will be for the purpose of discussing your performance and providing constructive feedback for future exams: it is NOT an opportunity to negotiate your grade, which has been approved by the Exam Board.

Student Name:

Course Name:

In relation to your exam answer(s), what do you think the strong points were?

What do you think the weak points were?

What specific question(s) do you wish to discuss?

What do you hope to gain from this feedback meeting?