



KISEB REMARKING APPEAL FORM

Instructions to Students

- 1. This form should be completed by students who wish to appeal for remarking of their examination paper(s). The form should be received by KISEB within **fourteen (14) days** after the date of release of the examination results. This date is indicated in the examination result notification. Students paying through the banks or other agents **should personally send the forms** attaching copies of deposit slips to KISEB so as to be received within the stated deadline. Appeal forms received after the stated deadline will not be considered.
- 2. Students are ADVISED not to make the appeal decision in a rush and to note that no extraneous circumstances will be considered during the remarking.
- 3. Your name should NOT appear anywhere on this form.
- 4. The form should be delivered in person or sent by post. Email and other electronic media should NOT be used.
- 5. A remarking fee shall be charged at Sh. 5,000 per paper for APS level I and Level II examinations and Sh.7, 500 per paper for CPSP examinations. (MPESA PAYBILL: 7604813 (Ac. no. YourNname), BANK DETAILS: Account Name: Kenya Institute of Examination Board, Account No. 01020230718100, National Bank of Kenya- Ngong Road Branch)
- 6. A refund of the remarking fee, less an administrative charge of 15% shall be made if, after the remarking, the student's results for a particular paper change from FAIL to PASS.
- 7. You will be required to commit yourself to accept the outcome of the remarking as final.
- 8. You should attach a copy of the receipt or bank deposit slip for the remarking fee.

A. STUDENT INFORMATION

KISEB registration number..... ID/Passport No.....
Tel No..... Email.....
Name of examination..... Level/Part
Examination paper(s) appealed for remarking.....
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Examination sitting..... Examination Centre.....

B. REASON(S) FOR REMARKING APPEAL.....

DECLARATION BY STUDENT

I hereby declare that:

- (i) I shall maintain the confidentiality of this appeal.
- (ii) I shall accept the results of the remarking as FINAL.

Signature..... Date.....

FOR OFFICE USE ONLY

Remarking Appeal Form received on..... Receipt/bank deposit slip No.....
Name..... Signature..... Date.....