

**UNIVERSITY OF PERADENIYA  
FACULTY OF SCIENCE  
FACULTY QUALITY ASSURANCE CELL**

**SECOND MARKING**

The purpose of the second marking is to assure error-free evaluation of answer scripts. It involves the evaluation of almost all the answer scripts presented to the second examiner. Hence, both the first and the second examiners hold the responsibility for the accuracy of the final mark.

**Academic Year:** ..... **Semester:** ..... **Date:** .....

**Course Code and Title:** .....

**First Examiner's Name:** .....

**Second Examiner's Name:** .....

The marking of answer scripts should be done according to the pre-agreed, moderated detailed answer key.

During the second marking, check the following criteria. In each criterion indicate your choice by marking an “✓” in the appropriate box:

No.	Criteria	Yes	No
1	Agreed changes have been incorporated into the final version of the question paper		
2	The answer key has been followed and fairly evaluated		
3	All questions are properly marked and the mark of each question has been transferred to the front page		

General comments on marking of the examination paper:

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Make changes, if necessary, in consultation with the examiner.

Signature of the Second Examiner: .....

Signature of the First Examiner: .....

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Once completed this document is considered to be a *Record of Quality Assurance Activity*.  
Examiner should handover this document to the Head of the Department.

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Head of the Department

Any comment/note:

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Signature of the Head: .....

Date: .....