

CHALLENGE OF FINAL COURSE GRADE

A student who wishes to challenge a final course grade must submit an email request to the faculty member, the Program Director and the Dean of the applicable school/division within 14 days of the issue of the final grade report. Petitions submitted beyond the two-week period may be accepted at the discretion of the faculty member who issued the final grade. The faculty member should respond by email reply to the student within three weeks with copies to the Program Director, the University Registrar, and the Dean of the applicable school/division. The student or the faculty member may refer the matter to the Program Director, or the Dean of the applicable school/division if the Program Director is the faculty member who issued the grade. The Dean is the final appeal. Conferral of a degree closes all challenges. In matters of academic integrity, grade challenges may be referred to the Committee on Academic Integrity and Classroom Behavior (see policy on Academic Integrity).