

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 Department Chair and the Dean of the applicable school/division within 14 days of the deadline to submit final grades. 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 e-mail reply to the student within three weeks with copies to the Department Chair, the University Registrar, and the Dean of the applicable school/division. The student or the faculty member may refer the matter to the Department Chair, or the Dean of the applicable school/division if the Department Chair is the faculty member who issued the grade. The Dean is the final appeal. Grades may not be challenged after a degree is conferred. In matters of academic integrity, grade challenges may be referred to the Standing Committee on Academic Integrity and Classroom Behavior (see policy on Academic Integrity).