

# Grade Appeal

The grade appeal process is designed to provide students with protection through orderly procedures against prejudiced or capricious academic evaluation. Grade appeals will only be considered for final course grades.

## Personal Information

Name:

NUID:

Email:

Phone Number:

## Course Information

Semester:

Course Prefix:

Year:

Course Number:

Instructor:

Course Title:

Final Grade:

## Documentation

Attach the required documentation by clicking the buttons below.

# 1

A Personal account of the facts surrounding the awarding of the grade

# 2

Evidence that proves you have already discussed the grade in question with the instructor and no conclusion has been drawn

# 3

Evidence that proves you have worked quickly to resolve the issue (meaning within the first two weeks of the semester following the grade in question)

### By signing this form, you are agreeing to the following:

- Everything submitted as part of this appeal is true and accurate to the best of my knowledge.
- I understand that by completing this appeal, I am not guaranteed a change of grade in the class in question.
- I understand that the instructor may be contacted for additional information regarding this appeal.
- I understand that my appeal will be automatically rejected if it is based upon the following reasons:

Delay of graduation or progress toward graduation due to the course grade  
Financial assistance was denied due to the grade awarded in the class

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Signature

Date

*Your submission will be forwarded to the associate dean. The associate dean will contact you with the outcome of their review.*