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| <b>SUBJECT:</b>   | Student Affairs                         |                  |                |
| <b>POLICY:</b>    | 300.4 Student Academic Decision Appeals |                  |                |
| <b>PROCEDURE:</b> | 300.4.1 Academic Appeal Procedure       |                  |                |
| <b>EFFECTIVE:</b> | March 2012                              | <b>REVISED:</b>  | September 2024 |
|                   |   | <b>REVIEWED:</b> |                |

**Introduction and Purpose**

Students who disagree with an academic decision, such as a grade, program dismissal, course substitution, etc., made by an instructor or administrator, i.e. program director, division director, etc., have the right to appeal the decision.

**Policy**

Academic decision appeals are available only to review allegedly unfair academic decisions and not mere differences of opinion regarding the professional judgment of the instructor or administrator in evaluating a student's work or making an academic decision. The academic decision, including the assignment of a grade, will be considered unfair only if the decision is made on one of the following:

- A. a basis other than performance
- B. by more exacting or demanding standards than were applied to other students. For grade appeals, these must be more exacting or demanding standards than were applied to other students in the same section of a course.
- C. by a substantial departure from the instructor's, program's, department's, or college's stated standards as articulated in the course syllabus, catalog descriptions and/or other written materials, such as assignments or program handbooks.

Students filing an Academic Decision Appeal must be able to specifically and factually support their allegations that one of the above occurred. For the procedures on how to file an academic decision appeal, see procedure 300.4.1.

**Related Manuals/Forms**

Academic Decision Appeal form