

## **Grade Appeals**

Grade appeals must be initiated by the student no later than the end of the sixth week following the close of the semester for which the assigned grade was recorded. Grade appeals begin with the instructor of the course, the Division Chair, or the Office of the Vice President for Academic Services. The Vice President for Academic Services has the final approval of grade appeals. Grade appeals for students enrolled in correctional programs follow the above process, with the exception that the grade appeal process begins with the appropriate associate dean of the correctional site, with final approval made by the appropriate dean of the correctional site.

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Revised December 8, 2003  
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Revised December 12, 2011  
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