Grade Appeal

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Understanding the Grade Appeal Process

A grade appeal is a formal process for students to challenge a grade on a specific assignment, multiple assignments, or a final course grade. This option is available if you believe a grade you received was assigned unfairly.

When to File a Grade Appeal

You have **90 days** from the date your final course grade is posted to file a grade appeal.

To file your appeal, you'll need to complete the Grade Appeal form and explain why you believe the grading was unfair. You must also upload any communication or documentation that supports your claim under the **Grade Appeal Supporting Documentation** section.

Unfair grading can include a few different scenarios:

- A grading decision that was based on something other than your performance or a penalty for academic dishonesty.
- A grading decision that used substantially different standards than those applied to other students.
- A grading decision based on a major, unreasonable, or unannounced change to the course's original objectives and assignments.

What Happens After You File

Once you submit your appeal, it will be sent to your program's Program Manager for review. You can expect to be notified of the decision within two weeks of all documentation being received.

The decision from Student Affairs will result in one of three outcomes:

- The original grade(s) will be **lowered** based on the review (this is rare).
- The original grade(s) from the instructor will be **upheld**.
- The original grade(s) will be **raised** based on the review.

The Provost Appeal Process

If your initial grade appeal is denied, you have the option to file a Provost Appeal. This must be submitted within **two weeks** of the original decision. The Provost may request additional documentation from you during this process.

You will be notified of the Provost's final decision no later than three weeks after you submit the appeal.

Detailed information can be found at the Appeals Center - Grade Appeal

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