Procedures for Grade Appeals

Pursuant to the rules of the College of Arts and Science, the following procedures have been established for the appeal of grades assigned in CORE-UA courses.

1. Should a student wish to appeal an assigned grade, he or she should first consult with the instructor who assigned the grade to discuss the grading policies for the course and how the grade was determined.

2. Should a student wish to appeal a final course grade beyond consultation with the faculty instructor-of-record, a formal written appeal should be submitted, as appropriate, to the Director of Undergraduate Studies for either the Foundations of Contemporary Culture or the Foundations of Scientific Inquiry (or, if the director is the instructor in question, to the Director of the College Core Curriculum), who shall serve as or designate another member of the faculty as an Investigating Officer.

3. The Investigating Officer will undertake a review of the matter. It shall be within the discretion of the Investigating Office to determine the scope of the review, what information is relevant to the review, and whether the matter merits a hearing before a faculty panel. The grounds for appeal are limited to questions of whether the grade was assigned fairly (that is, that the student was treated in the same manner as others in the class and was evaluated without prejudice or personal animus), competently (that is, that the instructors possess the requisite academic competence and that the grade was calculated and recorded correctly), and in keeping with the expectations of the relevant component of the College Core Curriculum (that is, that the evaluation of the student was conducted in a manner consistent with how grading is conducted in other such Core courses). Appeals must be submitted by the end of the semester following the student’s completion of the course in question.

4. Pursuant to the rules of the College, decisions concerning grade appeals are final: While the student has a right to make an appeal to the Dean of the College on the question of whether a grade appeal was undertaken fairly and substantially in compliance with established rules and procedures, and, as regards the burden of proof, whether the record, taken as a whole, contains sufficient evidence to support the outcome reached, no other officer or entity of the University may assign a grade apart from the instructor-of-record or, on appeal, the College Core Curriculum as determined by its review; and at most the Dean may order a new review by the program.