

STUDENT COURSE GRADE APPEAL FORM

Please read the *Course Grade Appeal Procedure*, which is available online, before completing this form.

Name: _____

Student Empl ID: _____

Street address: _____

City/State/Zip: _____

Telephone numbers: _____

Email address: _____ Semester: _____

Course: _____ Section Number: _____

Instructor: _____

Please state the basis for your grade appeal. Be as specific as you can. Attach another sheet if necessary. You should also attach all additional documentation as specified in the *Course Grade Appeal Procedure*.

Do you wish to appear in person before the Academic Standards Committee?

Have you spoken with your instructor in hopes of resolving this dispute informally? If not, why?

Student's signature: _____

Date: _____

Please submit this form to the instructional **dean** or department chair with supervisory responsibilities for the course whose grade you wish to appeal.