Grade Appeals Process

Grounds for Appeal

- An error was made in grade computation.
- The grade was based on factors contrary to those stated in the course syllabus or a reasonable interpretation of it.
- The grade includes a penalty for actions involving the freedom of written or spoken classroom expression.
- The grade involved some breach of federal or state constitutional protections, laws, Universities of Wisconsin or UW-La Crosse policies.

upon.

Informal Resolution

Informal resolution is agreed

Preliminary Procedures Student initiates process with instructor. No Settlement Settlement Parties do not agree to resolution. All parties agree to resolution. 5 working days **Formal Procedures** Student initiates process with Chair in writing within 5 days. 5 working days **Chair's Procedures** 5 working days Chair can attempt an informal resolution of the problem or present the formal resolution process to student. Student can request committee consideration. 5 working days evidence collection **Department Grievance Committee** Committee reviews evidence 10 working days from initial meeting **Instructor Accepts** Recommendation **Formal Recommendation** Committee renders formal

Timeline for Appeals

- Appeals must be initiated no later than the 10th working day of the next regular semester (Fall/Spring)
- If preliminary procedure does not reach settlement, student can petition in writing to the Chair within five (5) working days.
- Chair will attempt an informal resolution or present formal resolution process to student within five (5) working days.
- If student wants to proceed through the formal resolution process, the Chair will convene a department grievance committee within five (5) working days.
- Ten (10) days from initial meeting date, committee will present recommendation to Chair and instructor.

University Complaint

If the student believes, at the end of the process, that the process was not followed correctly, they can file a University Complaint with the Student Life Office.

