



**Grade Appeal Form**

Student Name: \_\_\_\_\_ Banner ID: \_\_\_\_\_

This form must be completed and submitted to the Assistant or Associate Dean for Enrollment Management. You may attach additional information if necessary. Please see the Grade Appeal Policy and Procedures for more information.

1. Name of course for which you are filing this Grade Appeal: \_\_\_\_\_

2. Please provide a description of your complaint:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

3. Please explain why you consider the Course Director's decision to be in error:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. Please specify the remedy that you are requesting:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

You are required to discuss this Grade Appeal with and obtain signatures from the following:

Instructor/Preceptor: \_\_\_\_\_ Date: \_\_\_\_\_

Course Director: \_\_\_\_\_ Date: \_\_\_\_\_

Unit Dean: \_\_\_\_\_ Date: \_\_\_\_\_

Associate Dean of Academic Affairs: \_\_\_\_\_ Date: \_\_\_\_\_

I attest that the information contained in this appeal is true and complete to the best of my knowledge.

Student: \_\_\_\_\_ Date: \_\_\_\_\_