



## **ACADEMIC APPEALS POLICY DEPARTMENT OF CURRICULUM & INSTRUCTION**

Student academic appeals in the Department of Curriculum and Instruction shall follow the procedures listed below. Appeals must be made within one calendar month after grades are posted.

- 1.) The student will appeal directly in a face-to-face meeting with the faculty involved. If the student is not satisfied with the outcome of the appeal to the faculty member, then
- 2) The student will appeal directly to the department head. The appeal to the Department Head must be in writing. If the student is not satisfied with the outcome of the appeal to the Department Head, then
- 3) The student will appeal to the Dean of College of Education. If the student is not satisfied with the outcome of the appeal to the Dean of the College of Education, then
- 4) The student will appeal to the Vice President of Academic Affairs.

**Adopted 12/10**