Grade Appeals

Policy Number: S - 13

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Scope

Indiana University Purdue University Columbus (IUPUC) Division of Health Sciences students.

Policy Statement

The purpose of the course grade appeal is to provide recourse to a student who has evidence or believes that evidence exists to show that an inappropriate grade has been assigned. The proper chain of command steps a student should follow for resolution of problems and disputes are included in this policy.

Faculty have the authority and responsibility to fairly judge the quality of student work in the courses they teach, including written, examination, clinical, and laboratory performance.

Procedures

1. Should a student have a concern about a course grade the student should follow the chain of command steps below:
2. First seek an appointment to discuss the grade with the course faculty member. The student should contact the faculty member in this case within 5 working days of receipt of the grade. A working day includes Monday – Friday excluding university holidays or other days that the university is closed for any reason. The grade may be received through a formal notification of the grade as may occur at the end of a clinical course, or through the grade posted on One.IU, whichever comes first.
3. The faculty member shall meet with the student promptly to discuss the concern.
4. Following this meeting, if the student continues to believe that an inappropriate grade has been assigned, the student should:
5. File an IUPUC Change of Grade Petition and promptly seek an appointment with the Health Sciences Division Head.
6. The Health Sciences Division Head will meet with the student, consider evidence in the matter, and draw a conclusion which shall be communicated to the faculty member and student.
7. Following this meeting, if the student continues to believe that an inappropriate grade has been assigned, the student should:
8. Contact the IUPUC Dean of Student Affairs (<https://www.iupuc.edu/campus-life/student-affairs/student-grievances/>)
9. The Dean of Students/Ombudsman serves as a neutral third party and serves as a source of information, referral, and assistance in resolving concerns and critical situations.

Reference

IUPUC Change of Grade Petition: <http://www.iupuc.edu/academics/files/change-grade-petition.htm>

History

Approved at Faculty Staff Council 4/26/2017.

Approved at Synergy 2017.

Reviewed by Policy and Procedures (P&P) Committee 3/1/2017.

Adapted from Division of Health Sciences Core policy number: H\_04, old policy number VI-B-2.