

Grade Appeal Policy

Students have the right to expect thoughtful and clearly defined approaches to course grading.

If a student believes that a final assessment or course grade does not accurately reflect their performance, the pre-appeal process requires that the student/parent contact the teacher for possible resolution via email or a conference.

If no resolution is achieved, the student/parent will begin the appeal process by emailing the Division Director to set up a meeting.

In the appeal meeting, the student will need to substantiate their claim that the awarded grade represents unfair treatment compared to the standards/ rubrics/ criteria used.

In the absence of compelling reasons, such as clerical error, prejudice, or unreliability, the grade assigned by the instructor is to be considered final. In a grade appeal, only arbitrariness, prejudice, and/or error will be considered as legitimate grounds for an appeal.

Any grade appeal, whether on an individual assessment, or a semester course grade, must be made within 30 days of the published grade.

