



POLICY: Academic Appeals

Grievances and appeals related to *course* grades should be first directed to the course coordinator or instructor who assigned the grade.

- If a satisfactory conclusion is not reached, the student may submit a written appeal to the Academic Support and Remediation Committee (ASRC) for further evaluation.
- The program director is the final grievance authority for course grades.

In matters regarding student cumulative grades that result in the failure of a course or a recommendation for deceleration or dismissal, the student may appeal the decision ASRC.

- Students will respond, in writing, to the Program Director within three (3) days of notification of the recommendation. All appeal letters should include:
 - Students full name, Banner ID#, e-mail address, and telephone number.
 - An outline of why the Program should consider the students request to be allowed to remain in the program.
 - The student's strategies for future success if allowed to continue in this degree program.
 - Students appeal must specifically address the recommendation of deceleration or dismissal. Information contained in the appeal that does not apply to the decision for the ASRC recommendation will not be considered in the appeal.
- All appeals will be delivered by the Program Director to the University Provost.
- The final decision for retention or dismissal will be made by the University Provost.

Standard A3.17 (d) the program must make student admission decisions in accordance with clearly defined and published practices of the institution and program. (c) policies and procedures for processing student grievances.

ANNOTATION:

Review: 12/13/17

Medical Director

Forwarded for Approval: 12/14/17

Associate Program Director

Approved: 12/14/17

Program Director



POLICY: Non-Academic Appeal

Grievances and appeals related to *non-academic* issues should be initially mediated by the PA faculty. The parties should attempt to resolve the issue at the lowest level possible.

- If a satisfactory conclusion is not reached, the student may submit a written appeal to the Academic Support and Remediation Committee for further evaluation. The ASRC will forward recommendations to the program director.
- All appeals will be delivered by the Program Director to the University Provost.
- The final decision for retention or dismissal will be made by the University Provost.

Standard A3.17 (d) the program must make student admission decisions in accordance with clearly defined and published practices of the institution and program. (c) policies and procedures for processing student grievances.

ANNOTATION:

Review: [Click here to enter a date.](#)

Medical Director

Forwarded for Approval: [Click here to enter a date.](#)

Associate Program Director

Approved: [Click here to enter a date.](#)

Program Director