



## **Final Grade Appeal**

### **I. Introduction**

In the event that any information contained within this policy conflicts with any Board of Regents (BOR) policy, the BOR policy controls.

### **II. Purpose**

This policy was created to standardize the process for student final grade appeals.

### **III. Policy**

Any student who believes that they have been assigned a final grade for a course which is biased, miscalculated, or which is based upon an unwarranted deviation from the established grading procedures should appeal to their course faculty for assistance in the resolution of academic problems. If the grievance is unresolved at that level, the student should initiate a final grade appeal within the first 10 days of the following semester (or term) and use the following process in the order listed:

1. Submit the final grade appeal using the designated form.
2. Department/School Chairperson will respond within 10 days following notification of the appeal submission.
3. If the appeal is denied, the student may appeal to the Dean of the College. The Dean of the College will respond within 10 days following notification of the appeal submission.
4. If the appeal is denied, the student may appeal to the Provost and Vice President for Academic Affairs. The Provost and Vice President for Academic Affairs will respond within 10 days following the notification of the appeal submission.
5. If the appeal is denied, the student may appeal to the President of the University. The President will respond within 10 days following the notification of the appeal submission.

### **IV. Exceptions**

None unless otherwise officially directed.

### **V. Applicability**

ASU Faculty and Staff  
ASU Students

### **VI. Accountability**

**VII. Contacts**

Provost and Vice President for Academic Affairs

**VIII. References**

None

**Last Update**

January 2022