

ACADEMIC APPEAL PROCESS

Students with concerns about course grades or the interpretation and/or implementation of academic policies may pursue resolution through the following appeal process. (For academic dismissal, there is a separate process; see the Academic Dismissal Appeal Process.) At each stage, students should attempt to clearly articulate and document any unusual or extenuating circumstances that they feel have bearing on the issue. Each stage of the process is essential, and every effort should be made to resolve concerns as early as possible in the process, making further appeals unnecessary.

1. First and foremost, the student should attempt resolution by discussing the issue with the faculty/staff member involved.
2. If the student is unable to resolve the issue to her/his satisfaction by conversing with the faculty/staff member, the student should approach the program director (or Assistant Dean for general education or non-program specific electives) to seek resolution. In the event that the program director is the faculty of record, the Assistant Dean will fulfil the role of the program director.
3. If the matter is still not resolved, or if the student is still dissatisfied with the outcome, the student may appeal to the Dean of TIU-Florida.