

Appeals of Academic Petition Decisions

A student shall have the right to appeal to the Provost or designee (hereafter referred to simply as "Provost") and to the President of the College. Failure of the student to adhere to the time deadlines described below will result in forfeiture of all rights to appeal the grade in question. If deadlines cannot be met due to legitimate reasons, the student can appeal to the office of Academic Affairs for an extension.

1. The appeal of a decision on an academic petition must be based on substantial new evidence or sufficient grounds for good cause. Substantial new evidence constitutes that which was not available during the original review process and which has a direct bearing on the decision.
2. On this basis, the student may appeal in writing to the Provost and must do so within five working days after the petition decision has been communicated to the student. The Provost will determine the merit of the appeal. If the appeal is determined to have merit, the Provost shall consider all relevant information and render a decision.
3. If the student is dissatisfied with the Provost's decision, the student must appeal in writing to the President of the College within five working days after the Provost's decision has been communicated to the student. If the appeal is determined to have merit, the President shall within ten work days appoint a committee composed of three members of the faculty of the College or shall utilize the services of an appropriate existing committee. The committee shall review all facts and make its findings and report thereon to the President, who will be provided with all relevant information pertaining to the appeal.
4. After consideration of the committee's report, the President or designee shall, within ten work days, make a decision which shall be final. There is no further appeal.