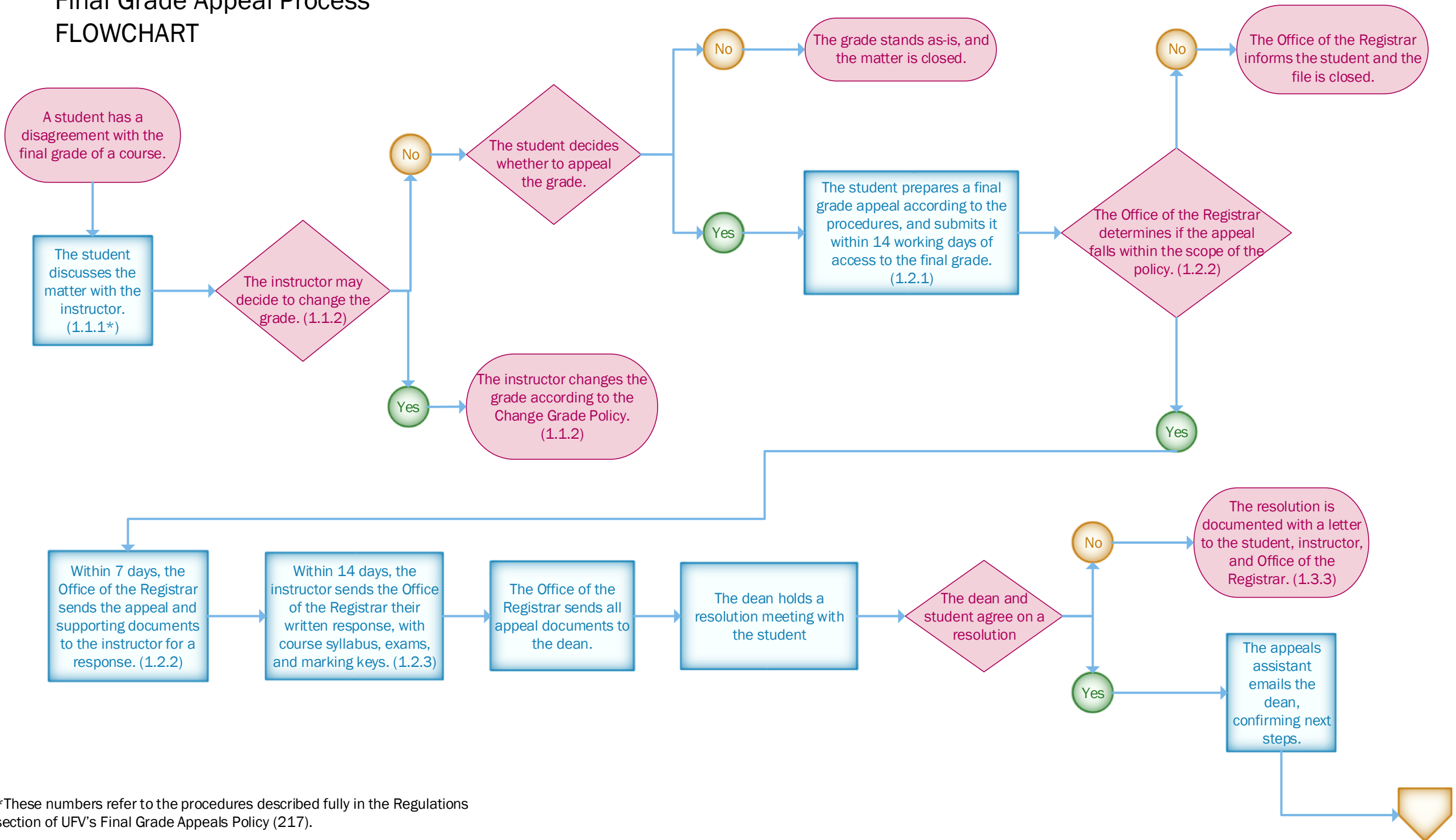
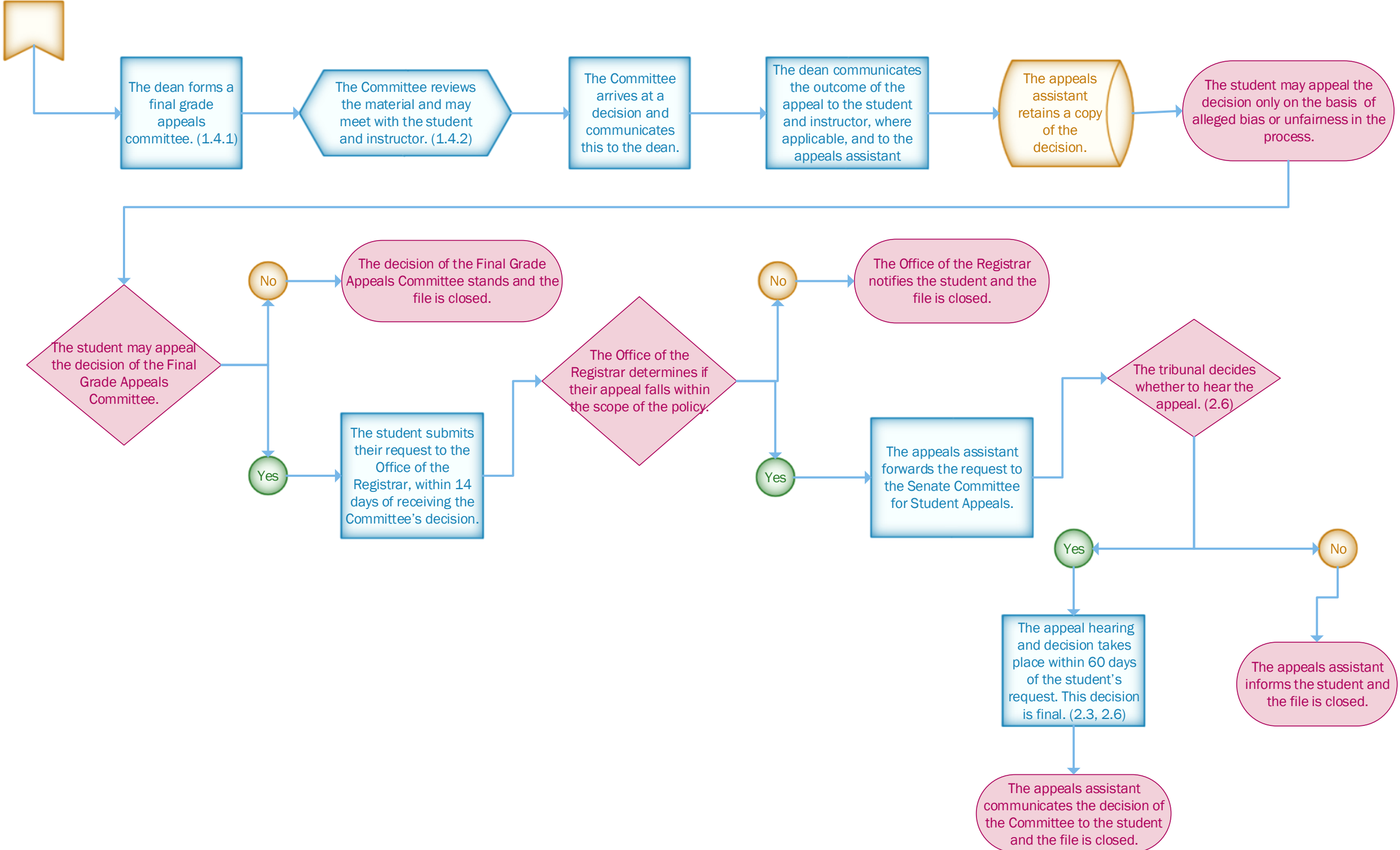


Final Grade Appeal Process FLOWCHART



*These numbers refer to the procedures described fully in the Regulations section of UFV's Final Grade Appeals Policy (217).



The dean forms a final grade appeals committee. (1.4.1)

The Committee reviews the material and may meet with the student and instructor. (1.4.2)

The Committee arrives at a decision and communicates this to the dean.

The dean communicates the outcome of the appeal to the student and instructor, where applicable, and to the appeals assistant

The appeals assistant retains a copy of the decision.

The student may appeal the decision only on the basis of alleged bias or unfairness in the process.

The student may appeal the decision of the Final Grade Appeals Committee.

No

The decision of the Final Grade Appeals Committee stands and the file is closed.

Yes

The student submits their request to the Office of the Registrar, within 14 days of receiving the Committee's decision.

The Office of the Registrar determines if their appeal falls within the scope of the policy.

No

The Office of the Registrar notifies the student and the file is closed.

Yes

The appeals assistant forwards the request to the Senate Committee for Student Appeals.

The tribunal decides whether to hear the appeal. (2.6)

Yes

The appeal hearing and decision takes place within 60 days of the student's request. This decision is final. (2.3, 2.6)

No

The appeals assistant informs the student and the file is closed.

The appeals assistant communicates the decision of the Committee to the student and the file is closed.