

Policy S-1.03
UNIVERSITY OF FLORIDA
COLLEGE OF NURSING

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TITLE: **STUDENT GRADE APPEALS**

POLICY: The College of Nursing shall maintain a written policy for students who wish to appeal grades.

RATIONALE: Students in the College of Nursing have the right to appeal a grade using a grade appeal process to ensure fair treatment. The College of Nursing seeks to insure that students have clear directions regarding the grade appeal process. Consistent with exercise of academic responsibility and University of Florida Regulation 7.018, a teacher must have freedom in determining grades.

PROCEDURE:

1. If a student believes the assigned grade is due to illegal discrimination or that a grade penalty has been imposed without proper authority, the student should refer to the University of Florida student grievance procedure (6C1-4.012)
2. To appeal an assigned grade, the student shall discuss the grade with the faculty member of the course.
3. If unresolved, the student shall present her/his concerns in writing to the Program Director no later than ten (10) business following the posting of grades in the student information system.

Program Director will conduct a review of the matter and provide a written response to the student and the faculty member within ten (10) business days following receipt of the student's written appeal. If the disposition extends beyond 10 business days, the Program Director should inform the student of the delay and the expected response date.

4. If the student is not satisfied with the response she/he can request review by the Associate Dean for Academic Affairs. Such request shall be made in writing within ten (10) business days of receipt of the Program Director's written review.

Within ten (10) business days of the student's written request, the Associate Dean for Academic Affairs will review the matter and make a written response to the student and faculty member with a copy to the Program Director. If the disposition extends beyond 10 business days, the Associate Dean for Academic Affairs should inform the student of the delay and the expected response date.

5. At any time in this process the student may seek assistance or guidance from the UF Dean of Students Office or the University Office of the Ombuds.

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Review or Approval Authority	Responsible Party	Initial Approval / Review	Most Recent Approval / Review Of Changes	Editorial Changes	Policy A-01 Review
Review	*Administrative Council	5/97	9/17		12/17
Approval	Faculty Executive Committee	6/97	1/18		1/18
Approval	University General Counsel	6/97	9/10		3/18
Approval	Dean	6/97	10/10		5/18