

GRADE APPEAL PROCESS

The Grade Appeal Processes apply to final course grades and grades received as a result of academic dishonesty. The appeal process described in College Procedure A6Hx2-4.19 (https://www.broward.edu/legal/policies-and-procedures/_docs/policy/6hx2-4.19.pdf) provides procedural due process to students.

Grade Appeal Process for Final Course Grades

The basis for an appeal of the final course grade shall be evaluated in terms of the standard established by the faculty member as stated in his/her syllabus, in accordance with institutional policies and state rules/statutes. The appeal must demonstrate that the faculty member did not assign the final course grade in accordance with the grading policy outlined in the course syllabus, which meets the standard defined in the Faculty Handbook.

Each faculty member shall communicate, in writing, his/her grading policy within the first week of class meetings of each course. The elements to be considered in calculating the student's final course grade shall be clearly articulated and all factors to be considered in arriving at the final grade shall be stated. Any appeal on the grade shall be considered against the background and the standard as set forth in the faculty member's grading policy as stated in the syllabus. In rare cases, the syllabus may need modification. Students must be provided with any modifications to the syllabus.

Grade Appeal Process for Academic Dishonesty

The appeal shall only be based upon the student's claim that academic dishonesty did not occur. Preliminary Action: If a student thinks that he/she has been unfairly graded in a course, the student should meet or communicate no later than the second week of the next term with the Faculty member in an attempt to settle the disputed grade and avoid the formal Grade Appeal Process. The complete grade appeal procedure can be found in the Student Handbook and in the Grade Appeal Brochure. A copy of the brochure can be obtained in the Academic Advisement offices on each campus/center.