



COLLEGE OF EDUCATION GRADE CHALLENGE FORM

Name: _____

Student ID: _____

Address: _____

Phone: _____

City/State/Zip: _____

Email: _____

(Grade challenges are filed with the college of the instructor)

I am challenging the final grade of _____ received in _____

grade

title of course

_____ in _____ with _____

Course (section)

quarter and year

professor

I have read the Grade Challenges section of the Student Handbook. I understand that the student bears the full burden of proof that there are sufficient grounds for changing a grade.

- In addition to this form, proof must consist of a written statement and supporting documentation, including the course syllabus.
• Please combine the statement and supporting documentation into one PDF before submitting. Any challenge submitted without supporting material will be automatically denied.

I would like my grade to be: _____ I am challenging the final grade on the grounds that:

[] The methods or criteria for evaluating academic performance, made explicit by the instructor at the beginning of the course, usually in a course syllabus or as subsequently modified with the majority consent of the students, were not applied in determining the grade.

[] The instructor applied predetermined criteria unfairly which may include but not be limited to the following items:
* The instructor's evaluation of academic performance so exceeded the reasonable limits of the instructor's discretion as not to be acceptable to the instructor's peers.
* Predetermined criteria were not explained at the beginning of the quarter.

[] The grade was determined or influenced by criteria other than those explained by the instructor or by criteria not relevant to academic performance.

I have discussed the grade with the instructor within the time period stated in the Procedures for Filing a Grade Challenge section of the Student Handbook: Yes _____ No _____

If the instructor was not available to discuss the grade (e.g., they are not teaching during the quarter in which the challenge is being filed) please check the box. []

By signing this document, I give the instructor permission to provide the Grade Challenge Review Board documentation of my assignments and grades in the course listed above. I understand that the decision of the Grade Challenge Review Board is final, and I will abide by that decision.

_____ Signature

_____ Date

For office use only:
Date submitted to the Dean of the COE: _____ Date forwarded to Review Board: _____