

Grade Appeals

University of Arizona College of Medicine – Tucson (COM-T)

TEPC Approved: June 30, 2013

Revised: August 7, 2019; September 13, 2019

Policy Statement:

A student may appeal a final grade for a course, block, elective or clerkship (hereafter “course”) if the student believes that the grade does not adequately represent their performance in the course.

- 1) Within two weeks of receipt of a final grade, the student will confer with the course director, stating the basis upon which the student believes the grade should have been higher. The course director will review the grading process with the student and determine if the grade was appropriate, change the grade, or offer an alternative resolution.
- 2) If the student and course director are unable to agree during this meeting that the grade should be changed, the student may appeal the grade in writing to the Dean of Curricular Affairs, stating the basis for changing the grade. The Dean of Curricular Affairs will meet with the course director and the student separately within one week of receipt of the appeal and review any documentation the student or course director provides.
- 3) Within one week after conferring with the director and the student, the Dean of Curricular Affairs may make a decision or may select at least two other course directors or faculty who have not been involved in the student’s initial assessment to advise the Dean of Curricular Affairs in determining whether the student’s grade should be changed or recommend an alternative resolution.
- 4) After such meeting or if no meeting is necessary, the Dean of Curricular Affairs will write a decision advising both the student and the director whether the grade should stand, change, or offer an alternative resolution. The Dean of Curricular Affairs will also provide a copy of the decision to the Associate Dean of Student Affairs and the Deputy Dean of Education.
- 5) The decision of the Dean of Curricular Affairs is final and no further grade appeal is permitted.
- 6) Specific comments or feedback from classmates, faculty, residents, or others are not subject to appeal.
- 7) Students are permitted to continue their coursework and progression in the curriculum during the grade appeal process.