Hofstra College of Liberal Arts and Sciences

GRADE APPEAL POLICY

(Adopted by the Faculty [illegible]

Appeals for grades received in the fall semester must be initiated by the end of the third week of the fall semester.

If there is a disagreement between a student and an instructor a the problem will be resolved through discussion between the st discussion does not resolve the problem (or the instructor is r unreachable) the chair of the department may be called upon to the HCLAS Associate Dean for Student Academic Affairs may be c

If discussion among the student, instructor and chair still does appeal in writing to the HCLAS Associate Dean for Student Acade a change of grade. The HCLAS Associate Dean for Student Acade merits of the case. The HCLAS Associate Dean for Student Acade case if there is no material basis for the appeal, to mediate, or t to immediately empanel an ad hoc appeals committee.

The ad hoc committee will review the final grade and decide whether remain the same.

The ad hoc committee shall consist of three tenured members o and instructor) selected by the department's chairperson, an Associate Dean for Student Academic Affairs. (In the event that members in the department available to serve on the committ selected from tenured members of related departments by t Academic Affairs in consultation with the chair of the department)

The student must submit a letter to the committee detailing the selecting a chair from among its faculty members, the committee and any other witnesses it deems relevant to appear before it an committee will not disclose to the student the grades of other information it deems private. The committee may determine that if one or more of the following is demonstrated to be true:

1. A demonstrated bias by the instructor is reflected in the grade
2. The student's final grade is inconsistent with the other grades he c and cannot be justified by other pedagogical considerations.