

# A Brief Guide to STUDENT ACADEMIC GRIEVANCES

**What is an academic grievance? *An academic grievance meets one of the following criteria:***

- ✓ Material deviation from the grading scale or weight distribution indicated on the course syllabus by the faculty member, to the detriment of the individual student or the entire class.
  - ✓ Material deviation of faculty contractual obligations as specified in the article on Teaching Rights and Responsibilities in the Faculty Collective Bargaining Agreement, to the detriment of the individual student or the entire class.
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**What should I do if I believe I have an academic grievance?**

**1**

**TALK TO THE COURSE INSTRUCTOR**

Resolved? Process ends.

*Unresolved? Go to next step.*



**2**

**TALK TO THE DEPARTMENT CHAIR**

Resolved? Process ends.

*Unresolved? Go to next step.*



[Click for chair list.](#)

**3**

**TALK TO THE COLLEGE DEAN**

Resolved? Process ends.

*Unresolved? Go to next step.*



[Click for dean list.](#)

**4**

**SUBMIT AN ACADEMIC GRIEVANCE  
FORM TO THE ASSOCIATE PROVOST**

Await decision if issue is grievable.



[Click for  
electronic form.](#)



[Click for digital  
copy.](#)

Not grievable? A letter is sent to you and the process ends here.

Grievable? Prepare for a hearing with Academic Grievance Committee

Additional resources:  
[Detailed overview of process.](#)  
[Student checklist.](#)  
[Hearing advisor guidelines.](#)

University Policy states you must attempt to resolve the issue in the order presented. When you submit your grievance, provide evidence of meetings with instructor, chair, and dean.