



Century College Policy

3.5.0.0 Grade Appeal Policy

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Part 1. Philosophy for Policy

Century College is committed to addressing student grading concerns fairly and expeditiously. Grade appeals can often be based upon a misunderstanding(s) by the student regarding how the grade was determined. Thus, whenever possible, it is best for students to resolve such informally through a consultation with faculty before initiating a formal grade appeal outlined in this policy and procedure. It is important that anyone involved in a grade appeal understands that the procedure is neither a judicial nor a disciplinary process.

Part 2. Policy

Students have an expectation that their grades are determined fairly and based upon the syllabus provided by the faculty for each course. Students also have right to request a review of how their final course grade was determined, and that grade concerns and appeals should be addressed in a timely manner.

Throughout this policy and procedure, the term Student refers to a student who is appealing a final course grade and the term Faculty refers to the instructor of record whose grade is being contested. This policy does not apply to grades that were changed as the result of the Academic Integrity procedure. This policy also does not apply to grades received because of allegations of discrimination. A student who believes their grade was the result of discrimination should contact the Office of Diversity & Inclusion.

Part 3. Procedure

A student who is requesting a grade appeal should follow the step-by-step procedure as indicated in Century College 3.5.1.0 Grading Appeal Procedure.

Related Documents and References

Century College Procedure 3.5.1.0 Grade Appeal Procedure

Grade Appeal Form: <https://www.century.edu/about/suggestions-complaint-process>

Policy History

Date Originally Adopted: 10/4/2018

Date Implemented: 10/4/2018

Date and Subject of Revisions:

October 4, 2018: Initial policy adoption

June 2, 2022: Major revisions to include clarified philosophy for policy, policy statement and modified procedure
