



# Century College Policy

## 3.5.0.0 Grade Appeal Policy

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**Part 1.** Students have the right to appeal a final course grade, excluding W, FW, and FN. The grade appeal process may not be invoked to appeal grades on assignments, whether individually or in bulk; only the final course grade can be appealed. Before an appeal can move forward, the student must communicate with their instructor, if at all possible, to receive an explanation for the final course grade that the student received. In the event that the student believes that the course grade they received was unfair, arbitrary, or capricious, the student must complete and submit a grade appeal form indicating their intent to appeal the course grade. This form must be received by the Office of Academic Affairs within 30 calendar days of the posting of the final course grade.

#### Policy History

**Date Originally Adopted:** 10/04/2018  
**Date Implemented:** 10/04/2018  
**Date and Subject of Revisions:** 10/04/2018