

## Current Text on the Grade Grievance Website:

UTEP > DIVISION OF STUDENT AFFAIRS > DEAN OF STUDENTS OFFICE > RESOURCES

# Grade Grievance

---

Formal grade appeals may be submitted to the Faculty Senate's Grievance Committee.

A challenge to a grade may be pursued only on the basis of: malice, bias, arbitrary or capricious grade determination or impermissible discrimination. All student-initiated grade reviews and grade appeals shall be made no later than six weeks after the official grade has been released to the student; for a student who has graduated, the deadline is three months following the semester in which the degree was awarded. Prior to filing a complaint you must complete the following steps:

1. Meet directly with the faculty member who issued the grade and discuss your concern.
2. If you are unable to resolve the difference, you should seek assistance from the Department Chair or other appropriate academic administrator in attempts to resolve the grading dispute
3. Please note that some colleges and/or departments have a unique set of procedures for grade appeal. You are responsible for following college and/or departmental procedures prior to filing a complaint with the Student Grievance Committee.

[Complaint Form](#)

[Instructions-Complaint Form \(PDF\)](#)