

LAKEVIEW COLLEGE OF NURSING

Grade Appeal Form

The Grade Appeal Policy can be found in the Student Handbook. The Student Handbook is online at www.lakeviewcol.edu under the Student Tab then under the Catalog/Handbook link. Student must complete page 1 of this form and instructor must complete page 2.

A Grade Appeal must completed and emailed to the Instructor within three (3) calendar days from the grading of the course assignment in Edvance 360. All incomplete Grade Appeal forms will be void upon receipt by the instructor.

Name of student:	Date:	Course Number:
		Instructor:
		Assignment:
		Current Grade:
		Expected Grade:

Explain in detail the reason that you are appealing your grade.

Describe the resolution you are seeking:

Student Signature

Date

Students will not be subject to adverse action as a result of a Grade Appeal. Retaliation against any student due to any involvement in the filing or investigation of a Grade appeal is expressly prohibited.

Purpose: Form is to be used to file a Grade Appeal.

