

Routing of Academic Appeals

Policy

University of Georgia students have rights to appeal decisions on academic matters. The following information is designed to indicate where to begin appeals and how the appeal process works.

Academic decisions at the University of Georgia may occur at several levels: instructor, department, college or school, or the university. An appeal may originate with respect to the actions of an instructor, with a department, a school or college, or at the university level. An appeal begins at the level at which the decision was made. If the student is dissatisfied with a negative decision and wants to appeal further, he or she must progress to successive levels of the appeals process as defined in the Guidelines for Routing of Academic Appeals. An appeal must be made within thirty days after receiving the written ruling.

The precise procedures for beginning an appeal may vary by the department or college. Students who have a matter they may wish to appeal should ask the department head or college or school dean what procedures are used. At the University level, appeals are considered by the petitions subcommittee of the Educational Affairs Committee of the University Council. Decisions by the petitions subcommittee may be appealed by the student successively to the President of the University and except for grade appeals the Board of Regents.

The appeal route for the following academic decisions is as follows:

Guidelines for Routing of Academic Appeals	
Academic Decision	Appeal Route
Grades	Instructor, and then, if unresolved to the Department Head, Dean, Educational Affairs Committee, and President. Grades are appealed within the department and college in which they are earned, not in the department and college in which the student's major resides. Beyond the instructional-unit level, graduate students' next line of appeal is to the Graduate School.
Department Curriculum Requirements	Department, Dean, EAC, President
College or School Curriculum Requirements	College or School, EAC, President
University Curriculum Requirements	Educational Affairs Committee, President
University Resident Requirements for Graduation	Educational Affairs Committee, President
Grievances	Instructor, then Department Head. Under the university grievance procedure, grievances which pertain to discrimination prohibited under the law are considered by the Conflict Resolution Program. Other student grievances on academic matters go from the department to the college and then to the Educational Affairs Committee. If a college/school has no grievance procedure a student may appeal a grievance at the department-level directly to the Educational Affairs Committee, President
Accuracy of Academic Records	The University's policy on the Family Educational Rights and Privacy Act covers appeals on this matter.
Second Dismissal	Educational Affairs Committee, President
First Dismissal	College or School, except Developmental Studies which goes directly to the Educational Affairs Committee, President
Independent and Distance Learning Program	Appeals are handled by the USG's Independent and Distance Learning Program, EAC, President.

Source

Adopted, Educational Affairs Committee, September 20, 1989 Revised, Educational Affairs Committee, November 8, 1989, March 24, 2000, March 29, 2006.