ILUNO Grade Appeal Form

All grade appeals must be submitted in writing directly to your instructor no later than two weeks following the final day of class. All grade change appeals are accepted or denied by the course instructor. Only in extreme circumstances can the decision be repealed by the Director of Intensive English.

To the student: Please complete the form below.

Student Name: ____________________________________________________________

Date: ________________________

NU ID: ________________________

Assigned Grade (circle one): A B C D F  Grade Expected by student (circle one): A B C D F

Please provide a brief explanation detailing the reason you believe the grade you received was unfair:

To the instructor: Please check one of the following boxes to either accept or deny the grade appeal. Make a copy of this form, submit the original to the director and the other copy to the student. Thank you.

___ The originally assigned grade is final

___ I reevaluate the student’s final grade to (circle one): A B C D F

____________________________________  ________________________________  ________________

Instructor’s printed name  Instructor’s signature  Date