

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 Only in extreme circumstances can the decision be repealed by the Director of Intensive English.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