Academic Grievance Procedure

In order to provide a fair and workable academic grievance procedure, students should be free to take reasonable exception to the data or views offered in any course of study and to reserve judgment about matters of opinion. However, students remain responsible for learning the content of the courses in which they are enrolled. When a student thinks his or her rights and freedoms as a student have been violated, or thinks that there has been a violation, misinterpretation or inequitable application of any of the academic regulations of the College, he or she should follow these steps in a timely manner:

1. Speak to the faculty member.
If this interaction does not produce an appropriate solution,

2. Discuss the matter with the faculty member's division chair.
If this interaction does not produce an appropriate solution,

3. Appeal to the Associate Vice President for Academic Affairs.
If this interaction does not produce an appropriate solution,

4. Appeal to the Vice President for Academic Affairs in writing.

In all matters concerning academic inquiries, all parties involved should show respect, restraint, and responsibility in their efforts to resolve academic grievances. Every effort should be made to expedite solutions to the situation. It is incumbent upon all parties to arrange and attend all meetings and conferences in good faith and to communicate all decisions as promptly as possible. No party will be discriminated against in any way for having filed or responded to a good faith academic inquiry.

Academic final grade grievances shall be initiated no later than 30 calendar days from the start of the next fall or spring semester following the semester the grade was recorded.

Source URL: https://catalog.sunyacc.edu/regulations/grievance