Grade Appeals

Students are encouraged to discuss evaluations of them and their final grades with the module, course, clerkship, or elective director. Although grades are assigned as an accurate and fair representation of a student’s work, students have the right to appeal a grade and to receive an independent review of the grading criteria and their performance.

If a student wishes to appeal a final grade, this should be presented in writing to the Executive Associate Dean of Medical Education and Student Affairs within 30 days of receiving the grade. The appeal may be based on the process that led to the grade and/or questions of factual content used in the evaluation process. The Executive Associate Dean for Medical Education and Student Affairs or his/her designee will then review the basis for the appeal of the grade.

Upon review, the Executive Associate Dean for Medical Education and Student Affairs may find that based on process or factual content, there is no basis for a change of an evaluation or grade.

Alternatively, the Executive Associate Dean for Medical Education and Student Affairs may recommend that the grade be changed.

After review by the Executive Associate Dean for Medical Education and Student Affairs and submission of the reconsidered grade, the student may appeal any decision to the Dean of the medical school. The decision by the Dean shall be final.

It should be noted that any and all grade appeals should be conducted in a professional manner by the student involved; that is, demonstrating respectful disagreement with the perspective and judgment used by faculty members. Failure to exhibit appropriate professional attitudes may immediately terminate the appeal process and lead to an unprofessional conduct report.

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