

MANUAL OF POLICY

Title	Student Appeal of Final Course Grades	3312
Legal Authority	Approval of the Board of Trustees	
Date Approved by Board	As Amended by Board Minute Order Dated November 26, 2019	

I. Purpose

The purpose of this policy is to provide provisions for the administrative process for final course grade appeals.

II. Policy

Students at South Texas College have the right to appeal final course grades. It is the responsibility of the student to initiate the grade appeal process by contacting the faculty member directly no later than 30 calendar days after the end of the semester in which the grade was issued.

The responsibility for assigning grades in a course belongs to the faculty member. The only grounds for appealing a course grade would be compelling evidence of discrimination, differential treatment, grading error, and/or other procedural irregularities. In circumstances where the faculty member of record is no longer an active employee of the college, this responsibility will rest with the program chair.

In the event of an appeal, the South Texas College Grade Appeal Process must be followed. Appeals reaching the final level of review will be heard by the STC Grade Appeal Committee.

Procedures for appealing course grades are available in the Student Handbook and on the South Texas College web site. The decision of the STC Grade Appeal Committee is final and concludes the approved South Texas College grade appeal process.

III. Definitions

Not Applicable

IV. History

Origination Date Approved by Board	November 9, 1995
Date Reviewed and Approved by Board	July 20, 2006 August 21, 2008 November 26, 2019