



PACIFIC COAST UNIVERSITY
FOR WORKPLACE HEALTH SCIENCES

Academic Appeals and Complaints - Policy 005

Policy Statement

This policy deals with appeals or complaints respecting decisions related to academic matters that affect grades or standing and quality of instruction.

The University recognizes that concerns can arise from time to time with regard to academic issues. When an academic concern does need to be resolved the first, and preferred, option is for the student and staff to resolve it through discussion. If this does not result in a satisfactory resolution, students may request a formal review. Academic concerns that are covered under this procedure are described in the Academic Calendar and can include decisions relating final grades, transfer or prior learning assessment and recognition and the application of PCU-WHS policies and Procedures as they relate to a student.

Appeals that arise under the Code of Conduct, Computer Usage, Employee Appointments, Prevention of Harassment and Discrimination, Intellectual Property and Copyright, Integrity in Research and Scholarship, Library and Privacy policies are not heard under this policy.

Related Policy

Academic Warning
Admission
Attendance
Continuance in
Program Course
Challenge Course
Loads
Dispute Resolution
Grading System
Prior Learning Assessment and Recognition
Student Evaluation in a Course
Students with
Disabilities Transfer
Credit Requisites

Definitions

Academic conduct concerns matters of student evaluation, attendance, placement, transfer, accommodation of disability, admission, course challenge, course requisites, Prior Learning Assessment and Recognition, academic policy, assessment, course load, course withdrawal or any other decision made by a University faculty member, staff member, or committee affecting grades or standing, providing the decision being appealed was made or was purported to be made on academic grounds. It may also mean formal complaints concerning the quality of instruction.

Procedures

This policy's complaint and appeal processes will comply with the principles and procedures set out in the Dispute Resolution Policy.



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Approvals and Responsibility

Approved by: Board of Governors, March 27, 2012.

Approved by: Academic Council, April 12, 2012

Revised: June 18, 2014

Responsibility: Chief Academic Officer

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