THE CATHOLIC UNIVERSITY OF AMERICA

REQUEST FOR APPEAL OF FAILING GRADE

Student's ID: _____ Student's Name: _____
Semester/Year: _____ Student's School: _____
Course Number: _____ Course Name: _____ Instructor: _____

I believe that the failing grade I received for the course noted above is a result of issues other than academic performance. I am submitting this written explanation to the associate dean or dean in the hope that he or she will settle the matter by discussion with me and the instructor, in accordance with CUA policy posted to http://policies.cua.edu/academicundergrad//gradesprocedures.cfm,. If that fails, I recognize that I may ask the associate dean or dean to convene the Committee on Failing Grades to consider this appeal. My claims are as follows:

Please explain below the evidence for your argument. Be specific. Attach documentation as needed to evaluate your request. ***Note that non-failing grades cannot be appealed, and failing grades can be appealed only on grounds unrelated to academic performance.***

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As a result, I request that the failing grade I received for the course noted above be overturned.

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Student Signature Date

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