

## **ACADEMIC GRIEVANCES**

In the event of a conflict between an instructor and a student, the student is encouraged to informally speak to the instructor to reach an amicable solution. If a solution is not reached, an informal meeting may be scheduled with the Department Chair or Director or their representative.

After the informal procedure has been exhausted, a formal complaint may be made in writing.

The proper appeal route is:

- The instructor
- The appropriate Program Chair or Director
- The Vice President for Academic Affairs
- The President