

Outcome of the Level 1 Appeal

Has the issue been resolved? Yes No

- The final grade will be changed to:
- The designation "I – Incomplete" has been assigned. The student is responsible for completing the following additional work by _____

- The final grade will not be changed.
- We wish to pursue mediation as an additional step in resolving this issue.
- We do not wish to pursue mediation.

Your signatures below are intended as acknowledgement of the results of this Level 1 Appeal:

Student Signature

Date

Faculty Signature

Date

Results of the Mediation Session (If Requested)

Has the issue been resolved? Yes No

- The final grade will be changed to:
- The designation "I – Incomplete" has been assigned. The student is responsible for completing the following additional work by _____

- The final grade will not be changed.

Your signatures below acknowledge the results of the mediation session:

Student Signature

Date

Faculty Signature

Date

Attachment B

Mohawk College of Applied Arts and Technology Level 2 Appeal Form

Request for Appeal of Final Grade [Level 2 – Review by Grade Appeal panel]

Name of Student: _____ **Student No.** _____

Name of Course for which you are requesting the grade review _____

Course Number _____ **Program Name:** _____

Please indicate the date of the Level 1 Appeal meeting with your professor to discuss this grade:

Since we have been unable to resolve our disagreement through informal means, I am submitting this **Level 2** notice of intent to appeal according to the Procedures outlined in the Academic Appeals Policy. I have attached a copy of the original supporting documentation which accompanied the Level 1 Request for Appeal.

Signature of Student _____

Date _____

Attachment C

Outcome of the Level 2 Appeal

Date of Meeting by Grade Appeal Panel:

Panel Decision

- The final grade will be changed to:

- The designation “I – Incomplete” has been assigned. The student is responsible for completing the following additional work by _____

- The final grade will not be changed.

The signature below acknowledges the outcome of the Level 2 Appeal. This decision is final and binding.

Faculty Signature

Date

Signature of Associate Dean

Date