



STUDIO
ARTS
COLLEGE
INTERNATIONAL

SACI GRADE APPEAL POLICY

A student who wishes to appeal a grade must first discuss the grade with the instructor of the course. If the student and instructor are unable to resolve the matter, the student should contact the Dean*, who will work with the instructor and student to resolve the matter. If, following these efforts, a satisfactory resolution is not reached, the student may appeal in writing to the Faculty Committee.** The Faculty Committee, which is composed of SACI's Area Heads and Program Directors, will request a written statement regarding the grade from the instructor. After reviewing the student's and instructor's statements, the Faculty Committee will render a decision regarding the grade appeal. This decision will be final.

**If the Dean is the instructor of the course, the student should contact the Area Head.*

***If the instructor of the course is a member of the Faculty Committee, the instructor may not participate in the Faculty Committee's review of the grade appeal.*

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