

**Grade Appeal Form**  
**Department of Arts and Humanities**

Name: \_\_\_\_\_ ID #: \_\_\_\_\_

Date: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ Zip: \_\_\_\_\_

Primary phone: \_\_\_\_\_ Secondary phone: \_\_\_\_\_

Email: \_\_\_\_\_

Course Title \_\_\_\_\_ Course number: \_\_\_\_\_

Semester/Year \_\_\_\_\_ Professor: \_\_\_\_\_

Grade received: \_\_\_\_\_

Have you talked with your professor concerning this grade appeal?

\_\_\_\_ Yes      \_\_\_\_ No

**Please attach to this page the following information:**

- Evidence that you have consulted with the professor about your grade appeal.
- A syllabus from the course for which you are seeking the appeal.
- A list of assignments and the grades assigned by the professor.
- Copies of all homework assignments.
- A detailed explanation of what action you expect or what specific grade you believe to be more justified and why.

*A decision on your grade appeal will be mailed to you in approximately two weeks. If you have any questions, please contact the Department of Arts and Humanities and at 713-221-8104.*