



This form is for students who think their final grade was not accurate because of one of the following reasons:
1) computational error; 2) arbitrariness or capriciousness, or 3) unlawful discrimination.

STUDENT TO COMPLETE

First Name:

Last Name:

Student ID:

E-mail Address:

Phone number:

Degree Program:

Course No. and Title:

Year:

Session:

Success Coach's Name:

Instructor's Name:

Student Signature:

Date:

Signature required

Directions: *Student is to seek informal resolution with both the instructor of record for the course and the Assistant Dean prior to submission of this appeal. Supporting documentation must be provided to list the informal resolution steps taken up to this point. The rationale for why the student believes the grading for the course meets one of the following three criteria must also be clearly stated: 1) computational error; 2) arbitrariness or capriciousness, or 3) unlawful discrimination.*

Email form to Registrar@lapu.edu or mail to: 300 N. Lonehill Ave #200, San Dimas, CA 91773.

On the page to follow, please provide your rationale and documentation list for the grade appeal.

Please provide rationale for submitting grade appeal:

Please list type of documentation you are attaching: