

School of Engineering and Mines Academic Grievance Procedures.

Revised July, 2005

The following outlines the procedures by which a student in the School of Engineering and Mines may seek resolution of an academic grievance issue:

1. The student discusses the issue with the involved instructor.
2. If satisfactory resolution is not forthcoming, or for some reason Step 1 was not appropriate, the matter should be brought to the chair of the relevant department. The student provides a written statement to the chair describing the grievance, how the student is impacted, and the resolution sought. The chair will investigate the grievance and provide the student with a written decision within seven working days. Documentation from the grievance will be placed in the student's file.
3. If the chair's decision is not acceptable, the student then provided the dean with a written statement outlining the grievance and actions to date. The Dean will investigate the grievance and provide the student with a written decision within seven working days. Documentation from the grievance will be placed in the student's file.
4. If the grievance is not resolved at the School level, the student may request a review by the Student Academic Standards Committee. This is accomplished by submitting a written statement of the grievance and actions to date to the Student Academic Standards Committee C/O Registrar's Office.

Students should refer to Section 3: Academic Concerns of the UND Student Code of Life for more detail on academic grievances.