

ACADEMIC APPEALS

Appeals of Academic Policies for a Course, Major, or Minor

Appeals related to decisions of the University Registrar in applying academic policies to a course or to requirements for a major or a minor should be made as soon as possible following the decision in question.

Appeals of Grades

Grade appeals and decisions of the University Registrar in applying academic policies should be made as soon as possible following the decision in question. The student must seek to resolve the matter first with the instructor or with the party directly responsible for the decision, and then with the department chair. (If the instructor is the department chair, the student should contact the Dean of Academic Programs.) If after consulting with the instructor and department chair the matter is not resolved, the student may appeal to the Dean of Academic Programs by submitting the CAS Academic Petition form (<https://www.bethel.edu/registrar/forms/other-petition/>). This appeal must be made within three weeks of the departmental decision.

Appeals of General Education Requirements

Appeals of a decision not to accept a transfer course to fulfill a General Education requirement are reviewed by the Dean of Academic Programs. Appeals should be submitted by completing the CAS Academic Petition form (<https://www.bethel.edu/registrar/forms/other-petition/>).

Appeals of Graduation Requirements and Other Academic Policies

Appeals related to graduation requirements and decisions of the University Registrar applying policies that are not related to a particular course or to a major or minor should be made as soon as possible after the University Registrar's decision. Students should use Graduation Application form (<https://www.bethel.edu/registrar/forms/cas-grad-application/>) found on the Office of the Registrar's (<https://www.bethel.edu/registrar/>) website and submit to the Associate Provost of the College of Arts and Sciences.