**School of Social Welfare Grade Appeal Form**

Date: Click or tap here to enter text.

Student name: Click or tap here to enter text.

Student KU ID#: Click or tap here to enter text.

Course number, section number, and title: Click or tap here to enter text.

Instructor’s name: Click or tap here to enter text.

Semester/year: Click or tap here to enter text.

Final course grade assigned: Click or tap here to enter text.

Provide each of the following:

Copy of syllabus and any other written explanations of grading procedure

Copies of all available graded work for the course and/or a list of grades received on assignments

Written statement from student regarding belief that there was an improper application of grading procedure (completed item 1 below or longer statement attached)

Summary statement of steps taken to communicate with instructor (completed item 2 below or longer statement attached)

(Please continue on next page)

1. Student statement explaining why you believe there was an improper application of the grading procedure announced for the course by the instructor.

Click or tap here to enter text.

2. Student summary of steps you have taken to resolve the grade dispute with the instructor.

Click or tap here to enter text.