



Rowan College of South Jersey

Policy: 8005
 Title: **STUDENT APPEALS**
 Area: Student Services
 Approved: 07/01/19
 Revised: 05/05/21

The Board of Trustees and administrators of the College want all students to succeed and recognize there may be extenuating circumstances which may prevent students from succeeding in the classroom. There may even be an occasion where an error was made or a student feels an injustice was committed.

To provide support and relief and to assist students in finding a solution, the College provides the following avenues of appeal:

- Academic/Grade Appeals: Academic appeals focus on the final grade received in a course. Students can refer to administrative procedure, *8005.1 Academic/Grade Appeals* and contact the Advisement Office.
- Administrative Action Appeals: Administrative action appeals include, but not limited to, student records challenges and exceptions to course drop, add, and withdrawal deadlines. Students can refer to administrative procedure, *8005.2 Administrative Action Appeals* and contact the Office of Student Affairs (Gloucester campus) or Office of Student Services/Student Life (Cumberland campus).
- Financial Aid Appeals: Financial aid appeals seek to demonstrate changed circumstances that will allow a student to meet Satisfactory Academic Progress (SAP) as required by federal and state regulations. Students can refer to the administrative procedure, *8005.3 Financial Aid Appeals* and contact the Office of Financial Aid.
- Reasonable Accommodation Appeals: Appeals for reasonable accommodations for students requiring special services that are denied or deemed insufficient by the student can be made to the Office of Special Services or to the Vice President, Chief Diversity Officer. Students can refer to administrative procedure, *8005.4 Reasonable Accommodation Appeals*.

- Student Code of Conduct Appeals: Appeals of sanctions for violations of the student code of conduct are directed to the Office of Student Affairs (Gloucester campus) or Office of Judicial Affairs (Cumberland campus). Students can refer to both the policy and administrative procedure, *8007 Student Code of Conduct*.

In addition to the above, students have a responsibility, as well as a right, to petition campus authorities for relief from any and all unfair practices.

References:

Rowan College of South Jersey Administrative Procedure, *8005.1 Academic/Grade Appeals; 8005.2 Administrative Action Appeals; 8005.3 Financial Aid Appeals; 8005.4 Reasonable Accommodation Appeals; and 8007 Student Code of Conduct*

Rowan College of South Jersey Board of Trustees Policy Manual, *8007 Student Code of Conduct and 8009 Student Rights and Responsibilities*

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