

Policy Name: Reappraisal of Grades  
Approving Authority: Academic Council

Policy #AA-010  
Approval Date: 6/20/2023  
Date Last Reviewed: 6/20/2023  
Next Review Date: 6/2024

## Statement

The Reappraisal of Grades Policy of Beal University Canada (“BUC” or the “University”) supports a fair and due process for students’ request for additional assessment of graded work. The Academic Council will review the policy annually.

## Purpose

The purpose of this policy is to ensure students have an established process to request additional review of graded work.

## Roles and Responsibilities

The responsibility for the implementation of this policy is the Vice President of Academics and academic faculty. The Vice President of Academics has oversight responsibility.

## Policy

A student who feels that a piece of graded work (term paper, essay, case study, test, etc.) has been unfairly graded, may have the work reappraised as follows:

The student shall discuss the work with the instructor **within ten business days** of being notified about the mark or of the item's return to the class.

If not satisfied, the student shall take the matter to the head of the department offering the course **within 2 business days of receiving the decision from the instructor**, who will arrange for a reappraisal of the work **within the next ten business days**.

The reappraisal will only be considered if the student provides a detailed rationale that outlines where and for what reason an error is suspected.

Students in faculties without a departmental structure should take the matter to the Dean, or designate, of the faculty offering the course.

The result of that reappraisal will be given to the student in writing along with information about appealing the reappraisal.

The reappraisal of graded work may cause the grade to be raised, lowered, or to remain the same. Students should be aware that the reappraised grade will be the grade assigned for the mod work, regardless of whether that grade is higher, lower, or the same as the original grade. Unfavourable decisions may be appealed to the Appeals Committee.

There is no limit to the number of pieces of graded work that a student may request be reappraised, however a single piece of work may only be reappraised once.

## Related Policies and Documents

AA-004 Corrective Action Policy  
AA-011 Grading and Scholastic Requirements Policy  
AA-012 Appeals Committee TOR