

Problems with a Grade—Graduate

Students who have a concern about a grade received in any class should follow this process:

1. Speak with the instructor of that particular class.
2. If the instructor is unable to satisfy the MPS student's concern or to answer the student's questions fully, the MPS student should submit their concerns in writing to the Senior Director, School of Graduate and Professional Studies. All documents must be submitted within one week of the date the instructor submits the grades.
3. The Senior Director, School of Graduate and Professional Studies will review the information provided by the instructor and will then decide what action to recommend to the instructor.
4. The decision of the instructor is final.