



# Loyalist College Academic Appeal

## Stage I Outcome Student - Faculty

Course Code/Name: \_\_\_\_\_

Student (Name/Number): \_\_\_\_\_

Faculty member: \_\_\_\_\_

Has the issue been resolved?       Yes                       No

**Resolution:**

The grade will be changed to \_\_\_\_\_                       The final grade will not be changed.

**Next Steps:**

- The student will pursue Stage II as an additional step in resolving this issue.\*
- The student does not wish to pursue Stage II in the Academic Appeal Process.
- The student agrees that this was a breach of academic integrity and therefore cannot pursue Stage II in the Academic Appeal Process.
- Other: \_\_\_\_\_

Faculty Notes/Comments:

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Student Notes/Comments:

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The faculty member is responsible for providing a copy of this to the student and the dean/Dir. of CATL. Your signatures below are intended as acknowledgement of the results of this Stage I Appeal:

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Faculty Signature

\_\_\_\_\_  
Date

\* If the student is not satisfied with the outcome of Stage I of the appeal process, and has adequate evidence to support their claim, then they must submit the completed Academic Appeal Forms, including the necessary evidence and signed outcome page(s) from Stage I, to the Academic Dean/Dir. of CATL for Stage II. These documents must be submitted within five (5) business days of the completion of Stage I.