

Long Beach City College
Office of Admissions & Records
REQUEST FOR APPEAL OF GRADE CHANGE DENIAL

Appeal of a grade can only be processed after a request for change of grade has been submitted and has been denied by the instructor.

From the Education Code Section 76224: Grades assigned by the instructor shall be final in the absence of mistake, fraud, bad faith, or incompetence.

Date **Name:** **Last** **First** **MI** **Student ID #**

Address: _____

Number Street City State Zip

Phone: _____ **E-Mail Address:** _____

The appeal is for _____

Course Title/ Number Term Year

Section # _____ Units: _____ Instructor Name: _____

Basis for appeal as result of the instructor's decision not to change the grade as requested. (Use reverse side if necessary)

Student Signature

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TO BE COMPLETED BY THE GRADE REVIEW COMMITTEE

The grade is to (check one) Remain unchanged OR Be changed to _____

Reason: _____

SIGNATURES:

Committee Member Committee Member Committee Member Dean of A & R