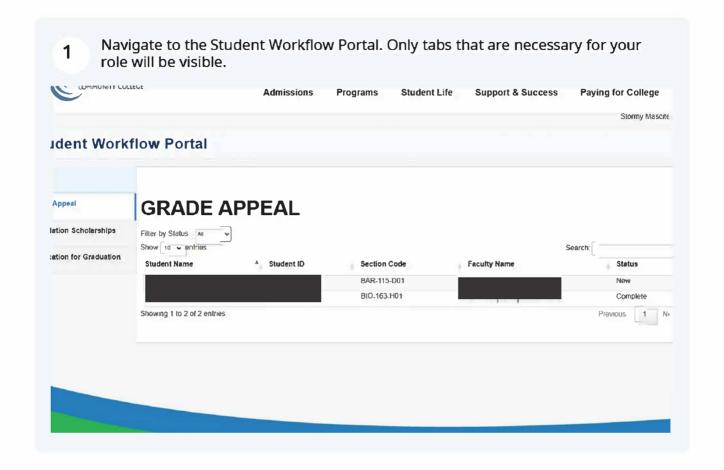
## **How To Complete a Grade Appeal**



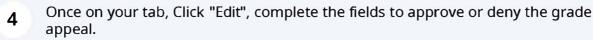
Filter for a specific status or search to find a specific student. Click on the student 2 name to view the Grade Appeal request. Sto **Student Workflow Portal** Home Search by student Grade Appeal **GRADE APPEAL** name here Filter by status of Foundation Scholarships Filter by Status All Show 10 v entries Search appeal Application for Graduation Student Name Student ID Section Code Faculty Name State BAR-115-D01 New BIO-163-H01 Com Showing 1 to 2 of 2 entries Previous Click on the student name to view the appeal.

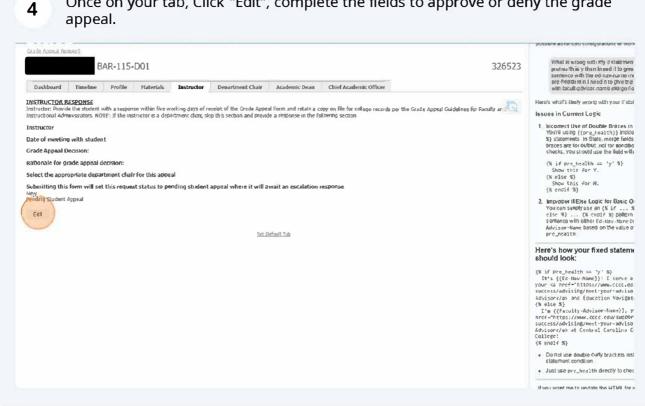
The Dashboard will show you the grade appeal process information, full grade 3 appeal and approvals thus far. You will see tabs relevant to your role for this student. Bearch What is wrong with my it statement probabilities y then I need it to give senionce with the ochran-name more-needle is in I need it to give the will inscutt-advisor-name merge field. BAR-115-D01 326523 Promostrant Chale Academic Peace Chief Academic C Grade Appeal Dashboard Incorrect Use of Double Braces In You're using ((pre\_neatea)) inside \$\(\gamma\) statements. In State, merge fields braces are for or'Upt, not for condis-checks, you should use the field with Student Uploaded Supporting Documents · cat.PNG (% if pre\_health == 'y' %}
Show this for Y.
{% else %}
Show this for M.
{% endif %} 2. Improper IDEIse Logic for Basic Or You can simply use an (% ie . . . % clsc %) . . . (% endif %) pattern santonco with oilfuer tel-hav-Marre Or Advisor-Name based on the value or pre\_nealth\_ Grade Appeal Procedure Students have the right to appeal a final course grade within fifteen (15) class days after the posted date of the grade. The procedure prescribed for a student to exercise the right to appeal a grade is as follows: 1. First, the student must go to the instructor or staff member with whom the problem originated and attempt to resolve the problem at this level. If the grevance is determined to be an academic or grade appeal, the student must clow the steps outlined in this form.

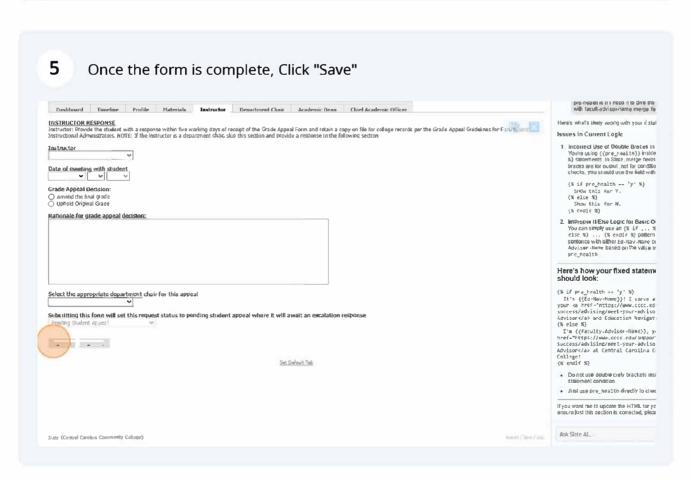
2. The student initiates the appeal by completing the brographical and descriptive information on the first page of the Grade Appeal Form and submitting it to the instruction of the class in which the grade was assigned.

3. The instructor reviews the description of the problem and any related supporting evidence documented on the form, offers to meet with the student, and renders a decision to either uphold or amend the grade. The instructor reviews the description form and reports this to the student. Based on the instructor's decision, the student indicates on the form whether to accept the instructor's decision or to continue the appeals process. Here's how your fixed stateme (% if pre\_health = 'y' %)
It's ((Ed-Now-Nome)): I serve a
your oa href-inttos://wmw.cccc.ed
success/edusings/met-your-adviso
Arvisor/ao and Education Nowigat
(% else %)
I'm {(Faculty-Advisor-Name).
Pref-introst/Name.cocc.edu/susporobecision, the student withches or an internal member or assess in measurement of the student whiles to continue the appeal, they have the right to appeal the instructor's decision to the appropriate supervising department chair, who will respond with a decision to uphold or overturn the instructor's decision. If the student still feels the issue is unresolved, they may appeal the department chair's decision to the appropriate supervising academic dearn, who will respond with a decision to uphold or overturn the department chair's decision. If the issue remains unresolved, the student may anothing the appeal process to the Chief Academic Officer based on the time frames and sequence specified in the Grade Appeal Form. The Chief Academic Officer will issue a final decision. College: (% endif %) \* Do not use double curty brackets ins

## Instructor

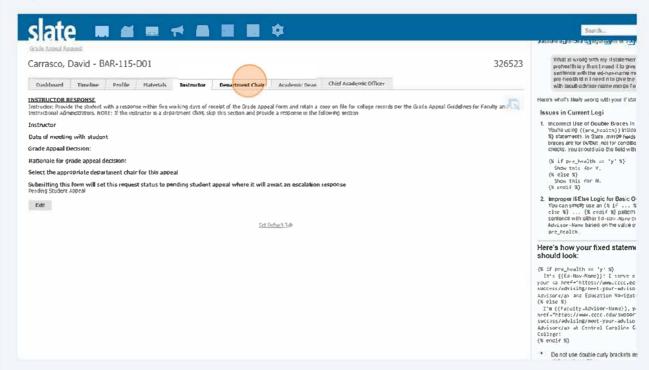




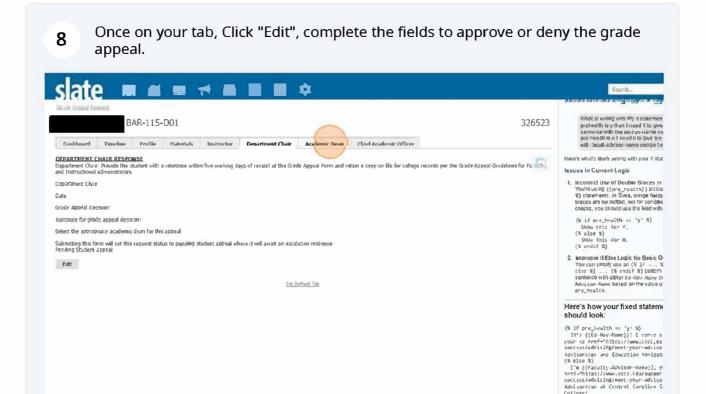


## **Department Chair**

Once on your tab, Click "Edit", complete the fields to approve or deny the grade appeal.



7 Click "Save" once the full form has been completed. Dashboard Timeline Profile Materials Instructor Department Chair Academic Dean Chief Academic Officer DEPARTMENT CHAIR RESPONSE
Department Chair: Provide the student with a response within five working days of receipt of the Grade Appeal Form and retain a copy on file for college records per the Grade Appeal Guidelin. Fine formal instructions of instruct Here's what's thely wrong with your if stall Issues In Current Logic 1 Incorrect Use of Double Braces in You're using {(pre\_health)} inside %} statements in State marge needs Department Chair braces are for output, not for condition checks, you should use the field with Date {N if pre\_health -- 'y' N}
SHOW this for Y.
{N else N}
Show this for N.
{N engle N} Grade Appeal Decision: O Amend the final grade Uphold Original Grade Rationale for grade appeal decision: 2 Inproper IDEIse Logic for Basic Or You can simply use an (% if ... % else %) ... (% endif %) pattern sentence with @ther Ed-Hav-Mare or Adviser-Mene based on the value or pre\_nealth Here's how your fixed statems should look: {% if pre\_health == 'y' %}
II's {{Ed-Nov-Nome}}! I serve e
your ka href-"nttos://www.cccc.ed
success/edvising/sect-your-edviso
Advisor(a) and Education Navigat
{% else %} Select the appropriate academic dean for this appeal Submitting this form will set this request status to pending student appeal where it will await an escalation response % else %}
I'm {{Faculty-Advisor-Name}}, y
nref="https://www.cccc.edw/suppornuccess/advising/meet-your-adviso
dvisor</a> at Central Carolina C Set Default Tell Do not use double circly brackets insi . Just use pre health directly to chec if you want me to update the HTML for you ensure just this section is corrected, pleas Slate (Central Carolina Community College)





College! (% endif %)

\* Do not use double curly brackets ins

## **Chief Academic Officer**

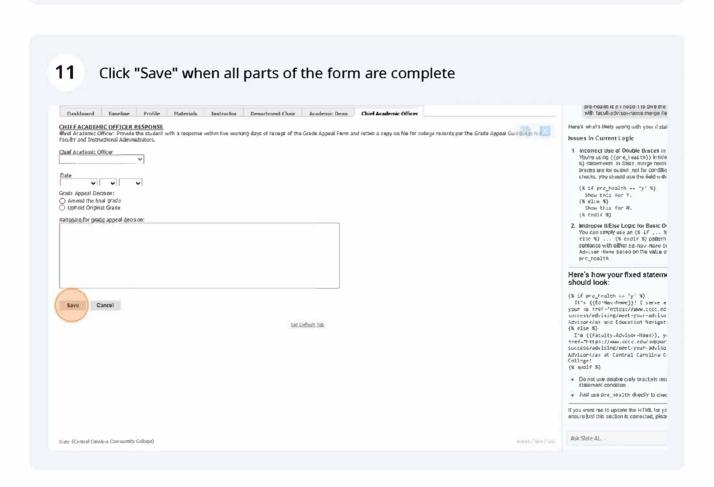
Once on your tab, Click "Edit", complete the fields to approve or deny the grade 10 appeal. 京 祖 章 禄 春 曹 曹 本 What is wrong with my if statement? If yeel callb is y than I need it to give the sentence with the edutar.native marge field, if pre-treath is I need it to give the sentence with facult-advisor-name metric field. BAR-115-D01 326523 and Timeline Profile Materials Instructor Department Chair Academic Dean Chief Academic Officer CDEAN RESPONSE

Dean: Provide the student with a response within five working days of receipt of the Grade Appeal Form and retain a copy on file for college records per the Grade Appeal Guidelines for Faculty and Page 19 Hare's what's likely wrong with your it statement looks Issues in Current Logic al Administrators. 1 Incorrect Use of Double Braces in Conditions
You're using { (pre\_pbeatch}) Indiag {# if ...
\$) statements in State, merge felds with double
braces are to orougil, not or conditions. For logic
checks you should use the field without braces. Эеап nal Decision (% if pre\_health == 'y' %)
Show this for Y.
(% else %)
Show this for N.
(% endif %) appropriate Chief Academic Officer for this appeal this form will set this request status to pending student appeal where it will await an escalation response udent Appeal 2. Improper If Else Logic for Basic Output
You can simply use an (% £ f ... %) ... (% c1se %) ... (% cn6f %) pottern to display a syntantee with either calabe-risine or requity-Advisor-Remo based on the value of pre\_neath. Tet Orbuit Teb Here's how your fixed statement should look (% if pre\_health == 'y' %)

It's ([Ed-law-Nere]): I serve as both
your (a href-"https://www.cccc.edu/Support
success/obvising/meet-your-advisor") seulty
Advisor-('b) and Education Hoyleavor.
(% alse %)
I'm (Faculty-advisor-Kames); your ca
heri-"https://www.cccc.edu/Support
success/obvising/meet-your-advisor">Faculty
Advisor-('a at comtral Enrollam Community

College!
{% endif %}

Do not use double curly brackets inside the it.



Click "Dashboard" to view the full Grade Appeal and status.

