## Last Updated 02/2024 **CLEARLY PRINT NAME AND ADDRESS** Upon completion, return this application along with your narrative and documentation to your College Dean or Advising Office. UNIVERSITY OF NEBRASKA-LINCOLN STUDENT IDENTIFICATION NUMBER (NUID) PHONE NUMBER **GRADE OPTION** LAST NAME FIRST NAME **APPEAL FORM** MAILING ADDRESS EMAIL ADDRESS **GRADE OPTION** Select one: Course(s) Taken: Change from P/NP to Graded \_\_\_\_\_ Semester Taken: Change from Graded to P/NP \_\_\_\_ Appeals to change the grade option in a course after the deadline may be granted for one of the reasons below: 1) You have taken the course as P/NP but discover that a letter grade is needed for major requirements to maintain a scholarship or for admittance into professional school. 2) You have a documented medical situation. A statement from a physician who treated you must be 3) You were taking the course for D/F removal or were on academic probation. Appeals will not be granted for the following reasons: 1) Graded material was returned after the deadline. 2) You did not understand the instructor's grading procedures in the course. 3) You performed or are performing either better or worse than expected in the course and want to change your grade option. To submit an appeal, attach the following to this appeal form and return to your college appeal's office. 1) Your statement describing the reason(s) for your appeal. 2) Your course instructor's statement of their position on the issue. A change of grade form or an official email from the instructor must be attached when appropriate. 3) A statement from your official academic advisor. 4) A letter from the office of scholarship and financial aid if the basis of your appeal is to switch to the letter grade option to maintain your scholarship. 5) Supporting letter from a medical doctor or other documentation of medical treatment when appropriate. Your college's appeals committee will decide on your appeal and inform you of their decision.

The University of Nebraska does not discriminate based on race, color, ethnicity, national origin, sex, pregnancy, sexual orientation, gender identity, religion, disability, age, genetic information, veteran status, marital status, and/or political affiliation in its programs, activities, or employment.

GRANT \_\_\_\_ DENY \_\_\_ COLLEGE REPRESENTATIVE SIGNATURE\_\_\_\_\_

COLLEGE COMMITTEE DECISION

AFTER COMMITTEE ACTION, COPY TO: Office of the University Registrar, https://registrar.unl.edu, registrar@unl.edu

DATE