

NCTA Grade Appeal Process  
Approved: 3/27/2024

The NCTA Academic Council hears appeals from students on course grades received within all college programs. The committee will hear such appeals, however, only after the student has followed the process listed.

- Appealed without satisfaction to the course instructor.
- Notified the Director of Academic Services, then the Associate Dean of the circumstances and filed an appeal with each.
- The student is to provide to the Academic Council a written statement stating the grounds of the appeal. Both the student and the course instructor will be given an opportunity to present materials to the NCTA Academic Council in the presence of each other.
- A student will have 30 days following the beginning of the next session to protest a posted grade from the previous session. If no protest is received the grade will stand. After that time any grade change will need to be approved by the Academic Council. This does not apply to Incompletes.