In accordance with Title 14, Academic Appeals, of the University of Oklahoma Student Code, a student can appeal a grade based upon 1) prejudiced or capricious evaluation and/or 2) the instructor’s alleged inability to speak the English language to the extent necessary to adequately instruct students. The deadline for end-of-term evaluation appeals is September 15 for grades received for the spring semester or summer term and February 15 for grades received in the fall semester.

To submit an appeal, complete the front of this form, attach a letter of explanation and supporting documentation, and return it to Kristi Boren in the Gallogly College of Engineering Dean’s office, 202 W. Boyd, Carson’s Engineering Center, room 107, Norman OK 73019 or at kdboren@ou.edu. All materials submitted will become the property of the University of Oklahoma.

Please print clearly.

PETITIONER

Full Name: ___________________________ Sooner ID#: ___________________________
Address: _____________________________
Major: _______________________________ Classification: _______________________
Phone #: ______________________________
Expected Date of Graduation: ___________________________
E-mail: _______________________________

May we contact you by e-mail about your appeal? ☐ Yes ☐ No

INSTRUCTOR

Name: _______________________________ Department: ___________________________
Telephone: ___________________________ Address: ___________________________
E-Mail: ______________________________

COURSE INFORMATION

Course # and Title: ___________________________ Sem./Term: _______________________
Original Grade: ___________________________ Requested Grade: ___________________

Student’s Signature: ___________________________ Date: _______________________

revised 01/04/16 kb