Student-Faculty Dispute Process

This process is to be used in cases where the student believes there is unfair treatment in a course from a faculty member.

1. Contact the faculty member as soon as possible to address the concern(s). The student may wish to contact the ombudsperson for assistance with this. Most concerns can be resolved at this stage.

2. If the concern is not resolved by communicating with the faculty member, the student should contact the Head of the division offering the course to discuss the matter.

3. If the concern is not resolved by communicating with the Division Head, the student should contact the Associate Dean for Academic Affairs.

4. If the concern is still not resolved, the student may contact the Vice Chancellor and Dean. The Vice Chancellor and Dean should be contacted only after other channels have been exhausted.