

Academic Grievance for Graduate Students

The grievant should meet with the faculty member or administrator involved with the goal of finding a resolution to your concern. It is highly recommended that the grievant take careful notes of what transpires in this initial meeting.

While the interaction in this meeting should be solely between the grievant and the faculty member/administrator, the grievant may choose to bring an additional person to accompany them in the meeting. Whomever the grievant chooses to bring to the meeting, must be agreed upon in advance by both the grievant and the faculty member/administrator. It must be understood that the accompanying student's role is not to actively speak on behalf of the grievant in the meeting. This person's role would be to provide support and to possibly assist in the taking.

STEP 3: (optional)

If no mutually agreeable resolution is reached, the grievant may ~~request~~ request through the Department Chair. The grievant should make an appointment with the Department Chair and bring all pertinent or requested documentation to this meeting. ~~The~~ Department Chair has a full understanding of the grievance, an informal meeting will be scheduled with the chair, the grievant, and the instructor or administrator.

If the concerned parties reach an agreement about what, if any, action should ~~be taken~~ be taken in Human Rights department will provide a written summary of the agreement to the instructor, student, or administrator.

Appeals

If the concerned parties do not reach an agreement, the grievant may request a formal hearing in accordance with the CCPA academic grievance procedures. As a reminder, if a resolution is not reached at a department level, the grievant must initiate ~~the~~ the College procedure within five (5) calendar days of the end of the informal departmental procedure by filing a written statement of charges with the CCPA Dean's Office.

Information regarding the CCPA academic grievance procedure can be found here:
https://www.binghamton.edu/ccpa/resources/academic_policies/ethics.html

Additional information regarding Graduate School policies and procedures can be found here:
https://www.binghamton.edu/gradschool/resources/policies_procedures/manual/grievance-procedures.html#308