If a student is not satisfied with the outcome of the informal discussion with the course instructor they may submit a formal grade appeal to the Registrar’s Office.

All of following documentation must be submitted before the appeal will be processed:

- a completed Appeal of Final Grade form;
- a letter specifying the grounds for the appeal and the date of the informal discussion with the instructor;
- the original (graded) copy of the term work; and
- the required fee ($27).

An appeal of a final grade has three potential outcomes:

1. the grade remains the same;
2. the grade is raised; or
3. the grade is lowered.

The appeal of a final grade must be initiated by the student within 20 business days of the final grade being posted to the student’s UR Self-Service account. For more information refer to the Student Code of Conduct and Right to Appeal – Appeal of Grade section in the Academic Calendar.