STUDENT ACADEMIC GRIEVANCE PROCESS

Student Identifies Academic Concern

Step 1

Try Informal Resolution (within 120 days). Talk to Faculty, Dean, Supervisor, admin, or Grievance Officer

> Yes, informal resolution Solved

Student and Faculty worked on resolving the academic concern

No informal

resolution?

Fill out the Informal Academic Grievance Form, the Grievance Officer will reach out to student to schedule a meeting for further clarification if needed.

Grievance officer shall assist students in seeking resolution by informal means and may also seek the assistance of the Associated Student Government in attempting to resolve a grievance informally. Resolution will be provided to student.

Form: https://barstowadvocate.symplicity.com/collections/forms/6ac1316eeb 164be0c2728f5556048e46

Not the resolution you were seeking?

Step 3

File Statement of Grievance, Grievance Officer will provide form. (Submit within 10 days of incident/discovery)

Step 4

Meet with Grievance Officer (within 2 days)

Step 5

Request a Grievance Hearing (within 15 days)

Step 6

Committee Reviews Request (within 10 days) Approval required

Yes, Approved

Step 7

If approved: Hearing Scheduled (Within 10 Days)

Internal Process

Committee Decision is provided to the VP to review (Within 5 days)

Internal Process

VP Final Decision

Step 8 (Final) Final Decision Issued

rights at the College level, the student has the right to file a complaint with any of the

Optional External Complaints (ACCJC / CCC Chancellor / Attorney General)

Final Step

Not resolution

seeking? No

VP Final Decision

Step 9 (If needed)

If either party is

dissatisfied with the Vice

President's decision, an appeal of the decision

may be made to the

Superintendent/President

within five (5) days

Further Rights to File a Complaint

After a student has exhausted all grievance following recourses:



If denied: A written notice & appeal option will be provided

No, Approval Denied