

# FN Appeal Process

## Policy Information

### Issuing Office

Registrar's Office

### Affected Parties

Students

### Policy Language

Students who receive a grade of "FN" may appeal to their professor to have the grade removed to resume work in the course.

### Policy Rationale

Provides the necessary steps for the FN appeal process.

### Definition of Glossary Terms

**FN:** Failure for nonattendance (when a student ceases attendance for 21 consecutive days within a course)

## Procedural Information

### Procedures

All professors have the right to approve or deny FN appeals at their own discretion. The student's appeal must be communicated in written form to the faculty member, who is then responsible to communicate the appeal to the Registrar's Office if it is approved. The Registrar's Office will not accept any appeal that is submitted after 8 a.m. on the Monday after the last day of the course. Please note, if the appeal is granted the student must complete the course with an earned grade. If the student does not re-engage after the FN appeal, attempts to officially withdraw or receives an Incomplete, the FN will be reposted.

### Sanctions

None specified

### Exceptions

None