

A NOTE OF INFORMATION CONCERNING ACADEMIC APPEALS

Attached you will find the academic appeals policy and regulations set out by the Faculty of Medicine & Dentistry. The regulations describe the formal procedures available to students (including Residents or Fellows as defined in Section 1.2 of this Policy document) who are appealing decisions on academic standing, evaluation of performance, or grades.

Prior to pursuing a formal academic appeal, students must first have exhausted all informal channels. It has been the experience of the Faculty Office that certain issues can be resolved informally to the satisfaction of both the student and Faculty prior to the formal appeal stage. Such an informal resolution, if possible, often produces a more favourable outcome than if the formal appeal route had been pursued. Hence, students are encouraged to pursue diligently the goal of an informal resolution through available informal channels.

The Faculty of Medicine & Dentistry is very willing to actively mediate such informal discussions and has designated the Vice-Dean to act in this capacity.

Notwithstanding the outcome of this informal process, pursuing it does not diminish, in any way, a student's access to subsequent formal appeal procedures. However, when informal mediation is sought, care should be taken to ensure that the time allowed for this activity is sufficient to allow any subsequent appeal (if necessary) to proceed by the **deadline date(s)** set out in the regulations.

If you need information on this informal mediation service, please contact the Vice-Dean, 2J2.02, Walter C. Mackenzie Health Sciences Centre (492-9727).

Should an academic appeal proceed to the Academic Appeals Committee of the Faculty of Medicine & Dentistry and be denied, except in the case of grade appeals, a student may then appeal to the General Faculties Council Academic Appeals Committee (GFCAAC). The GFCAAC is the highest level of appeal on campus for academic standing appeals. The decision of the GFCAAC is final and binding.

The GFCAAC can only hear appeals that are based on a *miscarriage of justice* which the GFC defines as a "failure on the part of the Faculty to make a decision with respect to academic standing in a fair and equitable manner in the light of the procedures, standards and circumstances applicable in the case of the appellant." Hence, the grounds for an appeal to the GFCAAC would include, but not be restricted to, such matters as procedural errors on the part of the Faculty, failure of a Faculty to consider all factors relevant to the decision being appealed, or bias or discrimination against the appellant on the part of the Faculty.

The appeal to the GFCAAC must be made within their specified twenty-one (21) calendar days following receipt of the notification of the denial of the appeal at the Faculty level. GFCAAC regulations are available in room 2-5 University Hall (492-4965). GFC appeals are lodged with the Secretary to GFC or designate.