

Dispute Resolution

For routine or minor disagreements, we encourage students, staff, and faculty to follow the principles for dispute resolution outlined in Matthew 18, to work together in seeking resolution to points of tension or disagreement. Students can appeal any decisions and/or actions concerning academic matters (e.g. grading) concerning a class, classes, outcome, and/or outcomes part of their course-based, CBTE, English, Korean, French, and/or Spanish program associated with Northwest.

In cases where a student in a Northwest program wishes to appeal a grade, assessment, or other treatment by an instructor, the student may appeal to the Academic Dean for investigation and resolution. The appeal must include all relevant details such as specific times, places, course assignments, and any other evidence that indicates the instructor is treating the student unfairly. In cases involving a Northwest student in an ACTS program, an appeal can be initiated by completing this form and sending it to the ACTS Academic Director, the ACTS Academic Success Committee.

If a student is making an appeal, they are required to provide context and rationale(s) for their appeal, and be willing to respond via email or in person to any questions, comments, and/or suggestions made in response to the appeal. If a student's appeal concerns a grade (or grades), they must be initiated no later than sixty (60) days after the grade (or grades) in question have been issued.