UNIVERSITY-WIDE STUDENT APPELLANT AND GRIEVANCE POLICIES

STUDENT APPELLANT AND GRIEVANCE POLICIES

A. General Procedures

When a student has a concern about the action of a particular individual or department, the grievance initially should be directed to the person(s) responsible for the individual or department as noted in the University organizational structure. Certain expeditious procedures to redress specific grievances are outlined below.

B. Academic Grievances

A student against a faculty member, administrator, or staff member at the University may file academic grievances. Written complaints should be filed as soon as possible after the alleged action took place and should be submitted to the department chairperson in the division where the action took place. Copies of the University Academic Grievance procedures are available in the Dean’s Office of each college and school.

C. Access to Personal Records

Policy and procedures concerning student records are based on respect for the privacy of the individual. Guidelines governing student access to individual records and procedures for challenging information on these records can be found on the Office of the University Registrar website. [http://registrar.ua.edu/academics/privacy-guidelines/](http://registrar.ua.edu/academics/privacy-guidelines/)

D. Traffic and Parking Grievances

All students driving a car and parking on campus must register that vehicle and display the proper decal. Students may appeal violation citations to the Student Court. Appeals must be filed on the appropriate form within the prescribed time at the Office of Parking Services. Additional information regarding the appeals process can be found at [http://fawp.ua.edu/bamaparking/regulations/](http://fawp.ua.edu/bamaparking/regulations/) and [http://fawp.ua.edu/bamaparking/forms/](http://fawp.ua.edu/bamaparking/forms/)

E. Financial Aid

Specific rules, regulations, and eligibility requirements for procuring and maintaining financial aid can be found in the office of Student Financial Aid. A concise summary can be found in the Undergraduate Catalog and on the Office of Financial Aid website. [http://financialaid.ua.edu/other/appeal.html](http://financialaid.ua.edu/other/appeal.html)
F. Race, National Origin, Sex, Disability, or Other Discrimination or Harassment

Complaints regarding discrimination in the areas above, if not otherwise resolved, may be directed to the University Compliance Officer in the Office of Equal Opportunity Programs. Procedures for resolving sexual harassment complaints can be found in Part III of this handbook.

G. Resident/Non-Resident Classification

The residency status of a student is set by policy established by the Board of Trustees. A copy of the regulations used to interpret and establish residency status is available in the Office of Academic Records and University Registrar. A summary of the policy can be found in the Undergraduate Catalog. Complaints regarding residency status should be filed with the Office of Academic Records and University Registrar, which will make a determination. The Resident Student Status Committee of the University hears contested decisions.  http://registrar.ua.edu/residency