Elliott School of International Affairs
Grade Grievances for Undergraduate Students (for IAFF courses)

The Elliott School has established a three-step process to address grade grievances as a result of reported arbitrary or capricious academic evaluation, in alignment with the Statement on Student Rights and Responsibilities. For grade grievances in non-IAFF courses, students should contact the respective academic department/school.

Step 1: The student contacts the faculty member of the course or program director (via email at esiaapss@gwu.edu) if the faculty member is unavailable. The student must make contact within the first four weeks of the following semester for which the grade was issued excluding summers. If a satisfactory resolution is not reached, student should proceed to the next step.

Step 2: The student contacts the program director by submitting an email to esiaapss@gwu.edu. If the program director is the faculty member providing the evaluation, the associate dean of academic affairs will conduct this step of the review. If a satisfactory resolution is not reached, the student should proceed to the next step.

Step 3: The associate dean for academic affairs will convene a faculty review committee. The review committee will make a final determination. This committee’s decision is final and cannot be appealed.