

# Grade & Other Appeals

Students may appeal, in writing, a decision regarding their grade and/or other issues within one week of receiving the decision from the College only if there is/was:

1. A material procedural defect in the way in which the decision was made, or
2. New material evidence to present that was not reasonably available at the time of the initial review

Appeals should be addressed to the Dean of the College and sent in writing to [cpsstudentsupportsvs@villanova.edu](mailto:cpsstudentsupportsvs@villanova.edu). These appeals/complaints will be reviewed within one month and a written response will be issued to the student and the instructor (if applicable) via email. The decision of the Dean shall be final.