

# The University Senate of Michigan Technological University

## **POLICY ON CORRECTING STUDENT GRADES AND RETENTION OF STUDENT WORK**

[\(Proposal 14-97\)](#)

[\(Proposal 11-07\)](#)

### **Senate Policy 310.1**

A student having an error in a final course grade received should contact the instructor and the registrar as soon as possible but no later than one month after the beginning of the next term. Graded student work (exams, papers, homework, etc.) which has not been returned to the student should be retained by the instructor of record for at least one month after the beginning of the next term or until existing disputes have been resolved.

#### **Proposal 14-97:**

**Adopted by Senate: 3 February 1999**

**Approved by Administration: 3 August 1999**

#### **Proposal 11-07:**

**Adopted by Senate: 13 December 2006**

**Approved by Administration: 22 December 2006**