

Student Appeals & Grievances

The following are the LIM College procedures for student appeals and grievances:

ACADEMIC AFFAIRS

Academic Integrity Policy

The LIM College Academic Integrity Policy which includes sanctions for cheating and plagiarism can be found in the College Catalog. Any questions concerning the Policy should be directed to your department academic chair or the Associate Dean of Academic Affairs.

Grade Appeals

It is the instructor's prerogative to evaluate student work and assign grades in accordance with his or her academic and professional judgment. Grounds to appeal a final grade include but are not limited to: (a) the application of nonacademic criteria in the grading process, (b) sexual harassment, (c) evaluation of student work by criteria not directly reflective of performance relative to course requirements, or (d) a miscalculation of the grade according to information contained in the course syllabus or other posted or distributed course information. For specific steps to follow to dispute the final grade assigned, please see the [College catalog](#).

Internship or Senior Co-op Appeal

For Internships and Senior Co-op grade appeals, please refer to the policy here: [Grade Appeals](#)

STUDENT AFFAIRS

ADA (Americans with Disabilities Act) Accommodations

All grievances concerning ADA accommodations should be directed to the Disability Services Specialist in the Office of Diversity, Equity, Inclusion, and Accessibility. You can find specific details about the grievance procedure for students with disabilities in the [Accessibility Services Handbook](#).

Housing Fee/Charge Appeal

A student wishing to appeal housing charges must submit their written appeal to residencelife@limcollege.edu from their LIM College email account. The Housing Appeals Committee will review the appeal and make a determination. The Housing Appeals Committee has wide latitude to research and ask for additional information. The committee's decision may not be appealed. For specific procedures and timelines for filing a Housing Fee / Charge Appeal, please refer to the housing contract signed upon submission of your housing application.

Student Code of Conduct Appeals

Appeals may only be made on one or more of the following grounds:

- A. It can be clearly and specifically demonstrated that the student was denied a fair review;
- B. The sanctions imposed were disproportionate to the offense for which the student was found responsible; and/or
- C. New information that was not available and could not have been available at the time of the hearing has surfaced, the consideration of which would likely have resulted in a different conclusion or sanction.

Appeals must be in writing and include the grounds for the appeal. Appeals must be made within 10 (ten) calendar days, not to include days LIM College is closed, of the date of the outcome letter. The appeal must be addressed to the college official indicated in the outcome letter as responsible for reviewing appeals. The party filing the appeal will be notified in writing as to the outcome of the appeal. Any, and all, appeal decisions are final.

The Student Code of Conduct is printed in the [LIM College Student Handbook](#) and is also available online. The appeal process is outlined in the letter sent to a student who has been found responsible of violating the LIM College Student Code of Conduct. No one can file an appeal on behalf of the student.

Title IX Appeals

It is the policy of LIM College to comply with Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex, including, but not limited to, sexual harassment and sexual violence, in the College's educational programs and activities. Title IX also prohibits intimidation, coercion or retaliation against individuals for engaging in activities protected by Title IX including asserting claims of sex discrimination.

For violations concerning alleged sexual offenses, stalking, domestic violence, and dating violence, both the reporting party and the responding party have the right to appeal. For all other violations, only the responding party has the right to appeal.

Appeals may only be made on one or more of the following grounds:

- A. It can be clearly and specifically demonstrated that the student was denied a fair review;
- B. The sanctions imposed were disproportionate to the offense for which the student was found responsible; and/or
- C. New information that was not available and could not have been available at the time of the hearing has surfaced, the consideration of which would likely have resulted in a different conclusion or sanction.

Appeals must be in writing and include the grounds for the appeal. Appeals must be made within 10 (ten) calendar days, not to include days LIM College is closed, of the date of the outcome letter.

The appeal must be addressed to the college official indicated in the outcome letter as responsible for reviewing appeals.

The party filing the appeal will be notified in writing as to the outcome of the appeal.

For violations concerning alleged sexual offenses, stalking, domestic violence, and dating violence, both the reporting party and the responding party will be notified. These notifications will be sent at the same approximate time.

Any, and all, appeal decisions are final.

STUDENT FINANCIAL SERVICES

Federal Financial Aid Appeals

Federal regulations require students to make satisfactory academic progress toward a degree in order to receive federal student aid. Satisfactory progress is measured by qualitative as well as quantitative standards. Additional information is available in the [Catalog](#). Please direct all questions regarding federal financial aid appeals to the Office of Student Financial Services.

Academic criteria for New York State awards

To receive New York State-sponsored grants a student must be in good academic standing. For financial aid purposes, good academic standing consists of two components: Pursuit of Program and Satisfactory Academic Progress. More information is available in the [Catalog](#). Direct all questions regarding New York State awards to the Office of Student Financial Services.