Student Complaint Resources

The University of Texas at Dallas Undergraduate Online Catalog includes procedures to assist students in expressing and resolving complaints, issues, and questions that may arise during their academic careers. This web page provides information about specific procedures and their respective web links.

Nondiscrimination Policy

Equal Educational Opportunity Statement

Students seeking further information, or related complaint procedures, please refer to the policies below.

- Nondiscrimination Policy UTDBP3090
- Prohibited Discrimination and Sexual Harassment Sexual Misconduct Policy UTDBP3102

Student Code of Conduct

The University of Texas System (Regents' Rule 50101) and The University of Texas at Dallas have rules and regulations for the orderly and efficient conduct of their business. It is the responsibility of each student and each student organization to be knowledgeable about the rules and regulations which govern student conduct and activities. The University of Texas at Dallas administers student discipline within the procedures of recognized and established due process. Procedures are defined and described in the <u>Student Code of Conduct, UTDSP5003</u>. Copies of these rules and regulations are available to students in the Office of Community Standards and Conduct where staff are available to assist students in interpreting the rules and regulations (SSB 4.400, 972-883-6391).

Academic Grievances and Procedures

In attempting to resolve any student grievance regarding grades, evaluations, or other fulfillments of academic responsibility, it is the obligation of the student first to make a serious effort to resolve the matter with the instructor, supervisor, administrator, or committee with whom the grievance originated (hereafter called "the respondent") Individual faculty members retain primary responsibility for assigning grades and evaluations. Procedures for student grievances are found in the University's <u>Student Grievances Policy</u>, <u>UTDSP5005</u>.

Grades

Changing Grades

• Incomplete Grades

Final Examinations

Petition to take Final Examinations on Different Days

Disciplinary Actions and Procedures

- Academic Disciplinary Policies
- Student Code of Conduct, UTDSP5003

Class Registration and Withdrawals

- Adding or Dropping a Class
- Drop Appeal Procedures

To withdraw for non-academic reasons, students must complete a written petition detailing the nature of the request and include supporting documentation. Grounds on which such requests may be granted include, but are not limited to, documented serious medical conditions and exigent family circumstances.

- Non-Academic Withdrawals
- Appeal of a Denied Petition for Non-Academic Withdrawal

Transfer Credits

Resolution of Transfer Disputes for Lower-Division Courses

Tuition and Financial Aid (including Residency Classification)

- Tuition and Financial Aid Policies and Procedures
- Refund of Tuition and Fees
- Other User Fees (including Parking Regulations)

Military Service

Option to Withdraw, Receive Incomplete Grade or Receive Final Grade

Religious Holy Days

<u>Disagreements About Religious Holy Days Absences</u>

Family Educational Rights and Privacy Act (FERPA) and Student Records

- FERPA and the Handling of Student Records
- Handling Alleged Violations of FERPA Policy

Resources for Students to Obtain Assistance and/or Additional Information

- Dean of Students
- Office of Community Standards and Conduct

Updated: 2020-04-29 11:28:09 v4.dc3aee