

Allegany College of Maryland
ACADEMIC GRIEVANCE POLICY

Approved BOT 02/23/2026

Academic Grievances provides a student the opportunity to dispute concerns or disagreements related to academic decisions arising from participation in a course offered in the credit catalog.

- Students are required to review the course syllabus to confirm if their dispute is warranted based on the course requirements detailed in the provided course syllabus.
- It is highly recommended students review the Academic Regulations and the Academic Grievance Procedure by accessing the Student Handbook from the Student and Legal Affairs webpage, <https://allegany.edu/student-and-legal-affairs/>.
- Students have 10 working days to follow the steps outlined after the occurrence to file an Academic Grievance.
Exceptions to the 10 days may be considered.

Examples/Definitions of Appealable Grievances:

- Cheating Allegations

An individual student was falsely accused of consciously cheating in order to obtain an undeserved grade; or the aiding or abetting of to obtain an undeserved grade.

Types of Cheating:

1. dishonestly obtaining and using copies of examinations;
2. using “crib sheets” or previously prepared materials during examinations;
3. impulsive exchange of information or copying from another’s paper during examinations;
4. plagiarism:
 - the submission, as your own work, of papers or parts of papers actually written by another or by Artificial Intelligence;
 - the inclusion in your own work of a passage written by another person without giving due credit; i.e., quoting or paraphrasing without proper citation of source.
5. falsifying records and/or the forging of a faculty’s signature on clinical or laboratory evaluation papers.
6. using electronic tools or devices that are not sanctioned by the instructor

- Disputing Grades

A student has evidence or believes a grade was recorded incorrectly, the method of grading was unfair, or inconsistent grading occurred among class members.

- Syllabus/Material Deviation

A student can provide details of the information in the syllabus and/or materials not followed or falsely represented to the detriment of the individual student.

- Attendance/Participation Discrepancy

A student presents dates and/or activities incorrectly recorded and resulted in a negative outcome for completion of the class.

Allegany College of Maryland provides students with options to advocate and voice concerns for themselves throughout their education. If your concern is not listed above in the Examples/Definitions or Appealable Grievances, it is recommended to contact the Dean of Enrollment and Educational Services. The Dean of Enrollment and Educational Services will be your contact throughout the process and is available to answer questions.

Academic Grievances are not a means

- to dispute a grade without evidence.
- to dispute Student Conduct issues.
- to dispute the provided syllabus requirements.
- to dispute or request refunds for courses.
- to dispute Financial Aid awarding.
- to report a violation of student rights.