

**Texas A&M University - Commerce
College of Science & Engineering**

Grade Dispute/Instructional Concern Form

Semester & year of concern _____

Student Information: Name _____

Student's CWID# _____

Student's phone # _____

Student's email _____

Instructor's Name _____

Course Information: Course Number _____

Course Title _____

Section # _____

Have you attempted to resolve this issue with the department? ____ Yes ____ No
If No, please consult with your department head prior to submitting this form.

Provide a brief explanation of the concern or incident (use the back of this page or a second page if necessary) _____

What is your expected outcome about this concern or incident?

Student signature _____

Date _____

To Be Completed By Department Head

Department Head's response regarding this grade dispute or instructional concern:

Department Head's comments during or after conference with both parties:

Decision/Resolution

Signature _____

Date _____