

**Indiana University School of Medicine - OSCE Appeal Process
Level 2 Appeal Form**

Student Name

Academic Year

Course/Clerkship Title

Dates of Course/Clerkship

Course/Clerkship # (if known)

Submission Date

Student summary of concerns and rationale for grade appeal (attach additional documentation if needed):

Note: Completed appeal form MUST be received by Chair of the Academic Standards Committee (ASC) within 1 week of SADMSE decision.

STUDENT SUBMIT COMPLETED LEVEL 2 FORM TO THE CHAIR OF THE ACADEMIC STANDARDS COMMITTEE, AND IF AT A REGIONAL CAMPUS, THE CENTER DIRECTOR.

OFFICE USE ONLY

date received

Appeal received by Academic Standards Committee with detailed premise of second appeal within 1 week of receiving SADMSE's decision. (The SADMSE will forward the Level 1 Appeal Form with the Summary of Decision(s) and ASC should email the Registrar for a copy of the grade sheet).

date sent

Chair of ASC submitted completed Level 2 form to the SADMSE, who then notifies the student, the Registrar, and, if appropriate, the Center Director of the new grade or declination within 2 weeks of receiving the student appeal.

Check One: Approved Declined

 If Approved, a new grade is submitted.

 If Declined, the student may advance the grade appeal process to the next level (Level 3) if desired.

Chair of ASC Summary of Decision (attach additional documentation if needed):

ASC Chair Name (Printed)

ASC Chair Signature