



# NEW YORK MEDICAL COLLEGE

A MEMBER OF THE TOURO COLLEGE AND UNIVERSITY SYSTEM

## Graduate School of Basic Medical Sciences

### Procedures for Handling Student Grievances

Students who feel they have not been treated equitably may register a formal grievance related to their individual treatment or to the application of academic policies to them with their graduate program director or the chair of their academic department. In addition, students may register their grievance directly with the dean. If the matter in question occurred at the level of the department chair, the complaint is elevated to the dean.

The graduate program director, chair, or dean will review the nature of the complaint and seek a resolution acceptable to the student. In rare instances, a satisfactory resolution cannot be attained at this initial *ad hoc* level of intervention, either within the department or by the dean. In such cases, the dean will convene an *ad hoc* committee of faculty and students selected from other programs within the school to review the circumstances of the complaint, interview the parties involved, and make a recommendation to the dean. The dean of the school is the final arbiter of a complaint within the school.

Alternatively, students may pursue a complaint through other avenues outside of the school. In such cases, the College office of general counsel may become involved.

There are other specific policies and procedures, involving specific adjudicating bodies, in place for students who wish to appeal grades or academic judgments made against them, such as dismissals, revocation of good academic standing, or allegations of violations of the student code of conduct.