

Right of Appeal and Grievances

Student grievances are handled by approved university procedures. The full Conduct Guidelines and Grievance Procedures for Students - Code of Student Conduct can be found at https://www.montana.edu/policy/student_conduct/.

Grievances may be of at least four types: 1) academic, 2) student conduct, 3) discrimination harassment, or 4) other non-academic grievances.

1. **Academic Grievances:** Academic grievances are grievances involving coursework, grades, etc. All such grievances are to be handled in accordance with approved university guidelines and procedures. Procedures may be found in section 430.00 of the Code of Student Conduct, or discussed with the offices of department heads, college deans, the Provost's Office, and the Office of the Dean of Students.
2. **Student Conduct Appeals:** Student Conduct Appeals are those which do not involve academics or alleged discrimination or sexual harassment. Procedures may be found in section 450.00 of the Code of Student Conduct or discussed with the Office of the Dean of Students.
3. **Discrimination or Harassment:** You have the right to access your education free from discrimination or harassment based on your protected class identities. The Office of Institutional Equity (OIE) oversees MSU's Discrimination, Harassment, and Retaliation Policy (<https://www.montana.edu/equity/policies/>) and accompanying Grievance Procedures (<https://www.montana.edu/equity/policies/grievanceprocedures.html>). If you believe you have experienced discrimination or harassment based on race, color, religion, national origin, creed, service in the uniformed services (as defined in state and federal law), veteran's status, sex, age, political ideas, marital or family status, pregnancy, physical or mental disability, genetic information, gender identity, gender expression, or sexual orientation, please reach out to OIE to discuss your rights and resources. The Office of Institutional Equity oversees University compliance with Title IX. Concerns of sex-based discrimination, sexual harassment, sexual assault, dating violence, domestic violence, stalking, or sexual misconduct, should be reported to the Title IX Coordinator/Managing Director of the Office of Institutional Equity via the contact information below.

Title IX Coordinator, Office of Institutional Equity
Montana State University
PO Box 172430
Bozeman MT 59717-2430

Location:
311 Montana Hall
Tel: (406) 994-2042
E-mail: oie@montana.edu

4. **Other Non-Academic Grievances:**
 - a. *Parking Citations:* The Parking Appeals Board reviews appeals of parking violation citations. The committee is composed of representatives from Faculty Senate, Montana State University All Staff Council (MSUASC), and Associated Students of Montana State University (ASMSU.) The parking enforcement supervisor and customer experience manager are ex-officio non-voting members. The decision of the committee is final on all appeals. Contact the University Parking Services Department for information about the appeals process and additional information.
 - b. *Student Financial Aid Appeals:* Appeals of actions of the Financial Aid Services Office, which relate to financial aid awards, may be addressed to the Financial Aid Appellate Board. The student

should first contact the Director of Financial Aid and, if the grievance cannot be resolved at that level, the director will refer the student to the chair of the Financial Aid Appellate Board. Appeals must be in writing.

- c. *Appeals of Residency Status Classification for Fee Purposes:* Residency status for fee purposes is initially determined for undergraduates by the Office of Admissions and for graduates by The Graduate School. Requests for reclassification are handled by the Registrar. Appeals of registry decisions made by these offices may be made to the Residency Appeals Board. Information about reclassification and appeals can be obtained from the Office of the Registrar.
- d. *Student Athletic Grievances:* Student athletes who have grievances should contact the Director of Athletics. Regulations and requirements are published by the Athletics Department as well as by the directors for each sport.
- e. *Housing Grievances:* Grievances related to living in University Student Housing should be directed to the Director of Residence Life.

Appeal

The student should be aware that, in cases of disagreement with the decision of a staff member, an appeal for review of the decision may be made to the next higher official or body unless otherwise stated in the grievance policy. If the student is in doubt concerning the person to whom the appeal should be made, he or she should consult the Office of the Dean of Students.