PLA Appeals Form

Students who meet the following criteria may appeal their results:

* They have received a Not Accepted decision and are not planning to revise and resubmit as a new submission.
* They believe academic judgement was unfair (e.g. the assessor demonstrated bias or prejudice) or assessment policies were violated (e.g. the assessment rubric was not fairly applied).
* Request for PLA appeals is within 4 weeks of assessment decision (i.e. date on notification email or date of assessment publication on D2L, etc.)

In order to appeal a PLA decision, you must complete the PLA Appeals Form and submit it and the following materials to [OPLA@depaul.edu](mailto:OPLA@depaul.edu). The subject line must contain the following: OPLA Appeals Request: [Student Name, Student Number].

Appeals Materials

* PLA Appeals form
* A formal letter to the PLA Appeals Committee explaining and documenting how the original PLA assessor’s academic judgement was unfair (e.g. the assessor demonstrated bias or prejudice) or assessment policies were violated (e.g. the assessment rubric was not fairly applied)
* All of the materials from their original, unedited submission

The PLA Appeals Committee will notify you of their decisions within 6 weeks. **This decision is final.**

First Name:

Last Name:

DePaul Email:

Student Number:

Date of PLA Submission:

Date of PLA Assessment Decision:

Assessor’s Comments: