

# Appealing your exam and course grade(s)

For questions and concerns about your course grades, you must contact your course instructor.

For example, if your exam mark does not show up on MyLS, or if your course grade doesn't show up on Loris, or if your grade has been delayed or not updated, always contact your course instructor, even if the course is already finished.

If you disagree with your course instructor decision, you should first discuss it with the instructor himself/herself. If there is no resolution with the course instructor, you can petition to the Chair of the CS and Physics Department. There is no special form for such a petition, so you just email the Department Chair asking him/her to reassess the course grade(s). If there is no resolution after the petition to the Department Chair, you can petition/appeal with Faculty of Science. For that, contact [ScienceAdvising@wlu.ca](mailto:ScienceAdvising@wlu.ca) directly.

**Note:** Physics and Computer Science Undergraduate Advisor will not be able to change your grades nor has the authority to interfere in instructor's decisions. The Advisor is not involved in the above petition processes.

If you have a concern about course teaching or a complaint about course instructor, contact the Department Chair directly (rather than the Advisor).

Students unable to write a final examination at the scheduled time due to **legitimate documentable reasons** must submit an online [Faculty of Science Final Deferred Examination Request form](#).