Student Appealing a Drop by Instructor

The student will be sent an email that a drop has been processed (see image below). The student may appeal the drop and must be done as soon as possible by going to Vaqueros Care Grievance Report It Form. The complete link to the appeal form is https://cm.maxient.com/reportingform.php?UnivofTexasRGV&layout_id=2

Sample email:

Dear Vaquero Orange, SID: 12345678,

This email serves as notification that you have been dropped from the class below at the request of your instructor. Your academic record in ASSIST has been updated to reflect a grade of 'DR' for dropped.

CRN: 12345
Course: UTRGV 9999
Term: Spring 2022
Instructor: Faculty Vaquero

If you wish to dispute being dropped from this class, you can request a review of this decision by submitting a request here: https://cm.maxient.com/reportingform.php?UnivofTexasRGV&layout_id=2.

Sincerely,

Office of the University Registrar