

Student Complaint Form

Directions for Students: Please speak with your Department Chairperson and/or the Dean to state your complaint or grievance. You will be asked to also state your complaint or grievance in writing. Please write the nature of the complaint or grievance in the space below. Be specific! Please sign your name and list today's date. Your statement will be read by your Department Chairperson and/or the Dean. The Chairperson and/or the Dean will make every effort to resolve your complaint. The Chairperson and/or Dean will state the action taken to address the complaint on the attached "Resolution of Student Complaint" form. You may request a copy of the "Resolution of Student Complaint" form completed by the Chairperson or Dean.

[illegible]

Date _____