

Need Philander Logo

ACADEMIC GRIEVANCE/ COMPLAINT

Name: _____

Phone: () _____ - _____ Email: _____

Time: _____ Date: _____

Please check one of the following Grievance/Complaints.

- Student to Faculty Grievance/Complaint
- Faculty to Faculty Grievance/Complaint

Checklist for Filing Grievance/Complaints

Student

- Student spoke with Faculty and fail to resolve issue.
- Student spoke with Advisor and fail to resolve issue.
- Student spoke with Department Chair and fail to resolve to issue.
- Student spoke with Division Chair and fail to resolve to issue.
- Seek resolution by the Vice President for Academic Affairs

Faculty

- Faculty spoke with Faculty and fail to resolve issue
- Faculty spoke with Supervisor and fail to resolve issue
- Faculty spoke with Academic Appeals Committee and fail to resolve issue.

Comments: (please print)

Student's Signature

_____/_____/_____
Date

Faculty's Signature

_____/_____/_____
Date