

* ULHYDQFH & RYHU 6KHHW

(All contents will remain confidential)

Name _____ B College/Department _____

7LWOHBBBBBBBBBBBBB3OHDVH LQGLFDWH ZKHWKHU WKLW LV DQ GXD
BBBBBBBBBBBBB

(-mail _____ Phone _____

5HVSRRQGHQW \$GPLQBLVWUDWRUBFRQVDFWBLQBRUBDFWLRQB
5HVSRRQGHQW \$GPLQLVWUDWRUBFRQVDFWBLQBRUBDFWLRQB

v Please DWDFK WR WKLW D ZRUG VWDWHPHQW RI WKH S
+DQGERRN

v In the space below, briefly list all prior attempts you made to try to resolve this matter, e.g.
meeting with the administrator, phone conversations, etc. DFXOW\
PHGLDNLQ. \$OVR LQFOXGH D VWDWHPHQW RQ KRZ \RX Z
UHFWLILHG

Procedure

v Your request will be reviewed by the) DFXOW\ * ULHY, DQFH & RYHU PLWWHH
compliance ZLWK WKH UHTXLUHPHQWV, you will be QWHLIDIXZLWYK+
RI VXEPLVLRQ RI QH[W VWHSV

v E-mail GRFXRQH QDUU\ =KDQJ T]KDQJ#RGX HGX