



Formal Complaint Submission Form

STUDENT INFORMATION

Please provide your name, email address, and telephone number.

NATURE OF COMPLAINT

Please categorize your complaint.

- Inequitable treatment
- Illegal discrimination
- Sexual harassment
- Sexual assault

DESCRIPTION OF COMPLAINT

Include the names of individuals or groups who were involved in or witnessed the incident and specific details of the alleged inequity, discrimination, harassment, or assault. Additional pages may be attached if necessary.

DESCRIPTION OF ACTION TAKEN BY THE STUDENT

Include a brief description of any attempts made to resolve the complaint through informal processes.

STATEMENT OF DESIRED OUTCOME

Include a brief description of the resolution you are seeking.

STUDENT SIGNATURE

By signing below, you affirm that the information recorded above is true and accurate to the best of your knowledge, bearing in mind that the Judson Code is applicable. (Note: This form must be signed by the student filing the complaint. It may then be scanned and submitted electronically, delivered in person, or mailed to the appropriate administrator.)

Signature of student submitting the complaint

Date of submission

All complaints of sexual harassment or sexual assault should be submitted to the Vice President and Dean of Students. Any other complaints related to the behavior of the faculty or incidents that take place inside the classroom should be submitted to the Vice President and Academic Dean. Complaints related to the Dean of Students should be submitted to the Academic Dean. Complaints related to the Academic Dean should be submitted to the Dean of Students. Complaints related to any other matter should also be submitted to the Dean of Students.