



### Student Grievance Form

The student grievance form provides guidance for students in following the grievance process for academic and non-academic grievances, and complaint of discrimination or unfair treatment. Use this form to present a formal grievance. For information about where and when present this form, please refer to the Student Complaint/Grievance Policy available at <http://www.upcibr.university>

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone #: \_\_\_\_\_

\_\_\_\_\_ Cell Phone #: \_\_\_\_\_

Email: \_\_\_\_\_

Respondent, the person against whom the grievance is made:

\_\_\_\_\_

Please indicate the type of grievance:

\_\_\_\_ Academic      \_\_\_\_ Non-academic      \_\_\_\_ Discrimination

In the space below, state your grievance. Be as specific as possible. If this is an academic grievance, please include the faculty name, course name and number. Indicate the policy or procedure that you belief was applied to you unfairly or the basis of any discrimination claim (sex, race, dissability, etc.). Also, indicate to whom this grievance has been already presented (if this is the case).

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If you have attached any documents to this form, please list them in the space below.

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In the space below, please state the remedy you are seeking

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