

## **Grievance Form**

**Instructions:** Please complete this form and send it to the Department of Student Affairs. This needs to be submitted no more than 60 days after the event occurred.

| 1. Personal Informat     | ion         |           |         |            |        |
|--------------------------|-------------|-----------|---------|------------|--------|
| Name: Student ID         |             |           |         |            |        |
| Phone:                   |             | E-mail:   |         |            |        |
| Your Status:             | ⊖ Student   | ◯ Faculty | ⊖ Staff | ○ Other:   |        |
| Date of the Event:       |             |           |         |            |        |
| Please Describe the Eve  | nt:         |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
| ocation(s): Anah         | eim Campus  | LA Cam    | pus     | Off-Campus | Online |
| lame of the Individual:  |             |           |         |            |        |
| Individual's Status:     | ◯ Student   | ◯ Faculty | ◯ Staff | ○ Other:   |        |
| Any additional details o | r comments: |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
|                          |             |           |         |            |        |
| Sign                     |             |           | Date:   |            |        |
|                          |             | 05.01     |         |            |        |

| Office Use Only |               |        |  |  |  |  |
|-----------------|---------------|--------|--|--|--|--|
| Date Processed: | Processed by: | Notes: |  |  |  |  |
|                 |               |        |  |  |  |  |