



Policy Name:	Student Grievance Form
Policy Number:	2.020c
Effective Date:	June 1, 2007
Date of Last Revision:	July 24, 2019
Functional Area:	Student Services

**Student Grievance Form**

Please exercise care in completing this form. Take the time to print or write clearly.

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

Student's Social Security Number: \_\_\_\_\_

(THIS NUMBER MUST BE CONCEALED ON ALL COPIES MADE OF THIS DOCUMENT)

Today's Date: \_\_\_\_\_ Date of the Alleged Grievance: \_\_\_\_\_

Location and Time of Alleged Grievance: \_\_\_\_\_

Name of the Respondent: \_\_\_\_\_

**Describe the Alleged Grievance**

Instructions: Be specific. Describe clearly the alleged grievance. (If necessary, seek assistance from a person of your choice in preparing this form.)

Please attach to this form any written and signed statements or other evidence which support your description of the alleged grievance.

*Note: if you have already completed and turned in a Student Incident Report and have no additional information to provide you may check here: sign and date the form on the next page.*

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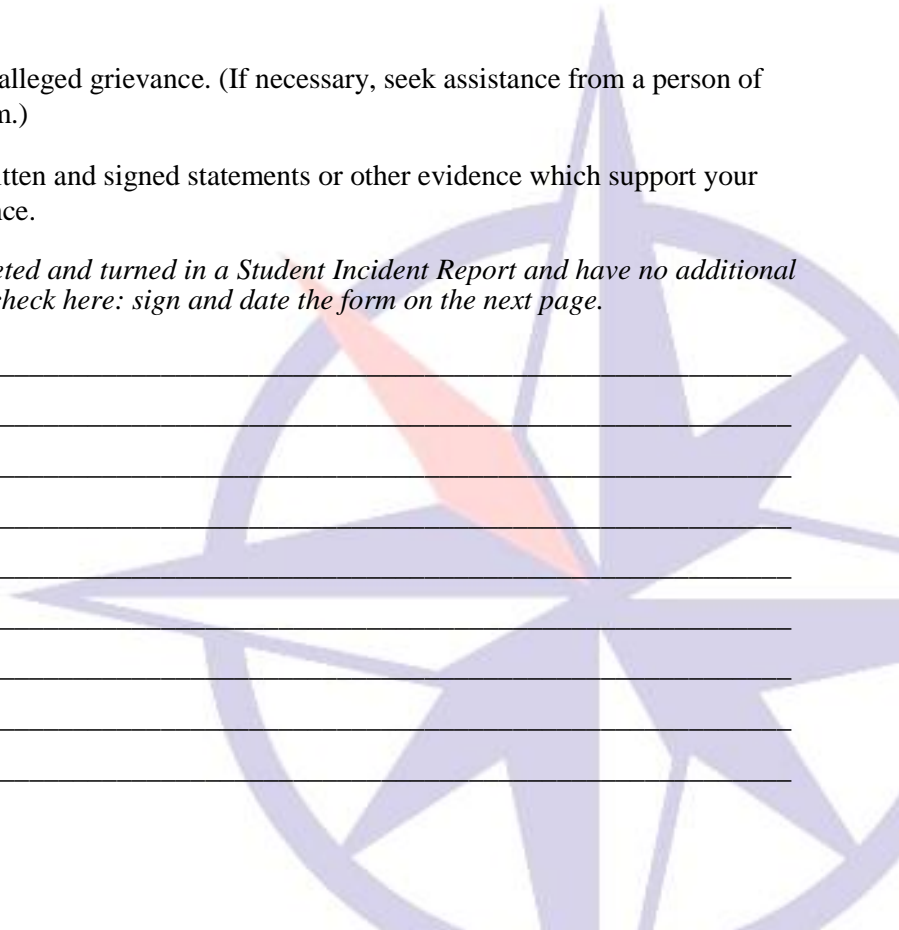
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What remedy/solution are you seeking?

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Please list all attachments that you are including with this form:

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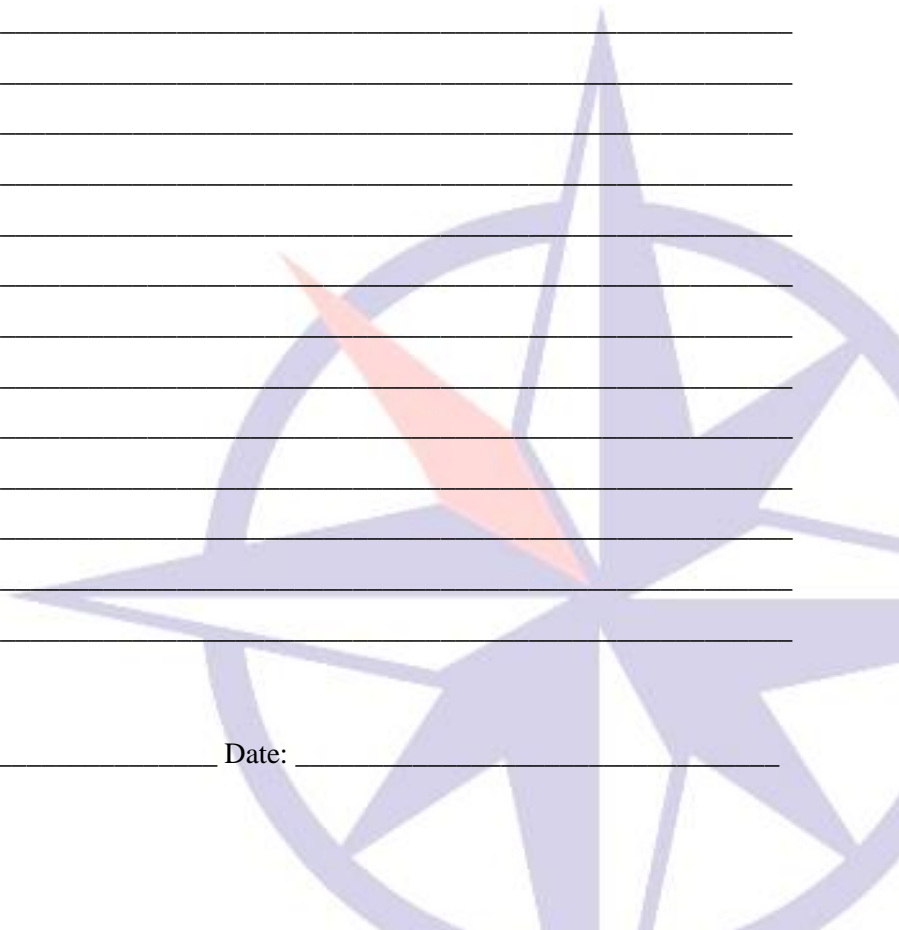
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Signature: \_\_\_\_\_ Date: \_\_\_\_\_



## Student Incident Report Form Approval

### Policy Reference Report:

LTC Form #SA200.45 Student Grievance Form  
LTC Policy #SA1930.223 Grievance Policy  
LTC Policy #SA1930.229 Judicial Code, Disciplinary Procedures, & Student  
Due Process  
LTC Policy #SA1930.262 Student Due Process  
LTC Form #SA200.36 Response to Student Grievance Form  
LTC Form #SA200.37 Response to Student Incident Report  
LTC Policy #SA200.46 Student Incident  
LCTCS Policy #2.004- Student Conduct and Appeals Procedures Family  
Educational Rights and Privacy Act (FERPA)

