

WSCC STUDENT COMPLAINT FORM

COMPLAINANT INFORMATION (please print all information)

For more urgent concerns please contact the Vice President for Student Affairs at 423-585-2680

I. Name: _____ ID# _____

Phone: _____ Date: _____

E-mail _____

Campus _____

II. Name the individual/s against whom the complaint is being filed:

Name: _____ Please check appropriate category below:

_____ Student _____ Faculty _____ Staff _____ Other

III. Provide the following information:

A. Describe the problem(s) as briefly as possible and include dates when relevant. Attach documentation if necessary. _____

B. State explicitly what outcome/action you are seeking via this complaint process.

Student's Signature _____

Date _____

NOTE: You may send this form via e-mail to Angi Smith, Vice President for Student services at angi.smith@ws.edu or fax to (423) 585-6779.