

los angeles
Pierce COLLEGE

STUDENT COMPLAINT FORM

*This is the first step when filing a complaint. Please complete the following information.
If hand delivered, ask for a date stamped copy of this form.*

Date event occurred:		Student ID:	88 -
First Name:		Last Name:	
LAPC Email:		Phone Number:	

Check One:

- Current Student
- Former Student
- Future Student
- Other

If other, specify: _____

Identify the category of your complaint (check all that apply):

- Service
- Building
- Coursework
- Individual
- Other

If other, specify: _____

Semester & Year: _____

Professor/Instructor: _____

Course: _____

Section #: _____

Describe the issue or concern. Be specific regarding Who, What, When, and Where. You may attach a separate sheet of paper if additional space is needed.

Met with Instructor? Yes No N/A Date: _____

Met with Dept. Chair? Yes No N/A Date: _____

<u>Office Use Only</u>	
Confirmed	<input type="checkbox"/>
Contacts	<input type="checkbox"/>

What was the outcome after you spoke to staff/faculty regarding the issue?

For Office Use Only

Received by
(name/division/date/time): _____

Referred to: _____

Notes:

Resolution: