

Non-Academic Grievance Form

Complete the form and present it to the Vice President within five (5) working days after satisfying the first step in the grievance process. See the Grievance Policy outlined in the *Student Handbook and Planner* or online at <http://www.southwesterncc.edu/policies/6.26.1.htm>

PERSONAL DATA

Date Initiated:	
Student Name:	
SS#:	
Address:	
Phone:	
E-Mail:	
Signature:	

COMPLAINT

Name of Person, Department or Event that is the Focus of the Complaint:	
COMPLETE DESCRIPTION OF COMPLAINT: (include dates and location)	

DESCRIPTION CONTINUED