

PALO VERDE COLLEGE
STUDENT GRIEVANCE FORM
[PURSUANT TO BOARD POLICY/ADMINISTRATIVE PROCEDURE 5530]

Prior to completing this form, please review the applicable policy and procedure to ensure this is the appropriate form for your specific grievance. This form should not be used where other policies are applicable for the resolution of specific categories of student complaints or appeals such as complaints relating to harassment or discrimination or inquires regarding course grades.

The section below to be completed and signed by Student, and submitted to the Grievance Officer (Vice President of Student Services)

Student's Name: _____ Date: _____

Specific nature of grievance:

Rationale (support your reasons for this grievance including time and place of event, name of individual involved, and names of witnesses):

Suggested Resolutions (in order of preference):

1. _____
2. _____
3. _____

Date of Informal Resolution Meeting: _____

Student Signature: _____

After submission of this form to the Grievance Officer,
The form will be forwarded to Respondent to complete this section.

Response/Resolution proposed by Respondent:

Date: _____ Respondent's Signature: _____

(If additional space is needed, please attach needed page(s) to this form.)