



Peralta Community College District

STUDENT GRIEVANCE *

Grounds for filing a Grievance (Board Policy 4.43): Allegations of:

- **Violation of rights which a student is entitled to by law or District policy, including rules for student conduct, admission, probation, suspension or dismissal policies.**
- **Act or threat of physical aggression.**
- **Act or threat of intimidation or harassment.**

Name: _____ SSN: _____
Last Name, First Name

Email Address: _____

Telephone: () - ()
Day Number Evening Number

Address: _____
Number and Street Name

City, State Zip Code

Date of Alleged Violation: ____ / ____ / ____
(Must be filed within 90 school days)

After you have met with the person against whom you have filed the grievance or the supervisor of the person against whom you filed the grievance, you must do the following if you wish to continue your grievance:

1. Submit a clear, specific, written statement of your grievance. Return the completed form to the Office of the Vice President of Student Services.
 - a. The exact nature of the complaint;
 - b. The specific details of the complaint (e.g., a chronology of the event and an explicit description of the alleged violation);
 - c. A description of the informal meeting and attempted resolution, if any.
2. Indicate in your grievance what resolution you would like the Grievance Committee to recommend.
3. If you are having difficulty filling out the form or composing your grievance, consult the Office of the Vice President of Student Services.

* For the appeal of a grade, use the Academic Grievance form. For student discrimination and harassment complaint, make an appointment with the Vice President or Dean of Student Services. For detailed policies and procedures, consult the college catalog.

(OVER)

STATEMENT OF GRIEVANCE

Name: _____
Last Name, First Name

Signed: _____ Date: ____ / ____ / ____

OFFICE USE ONLY:

Appearance Before Committee: Date: ____ / ____ / ____

Vice President of Student Services' Final Disposition:

Final Recommendation Of Committee:

Agreed: _____ Date: ____ / ____ / ____

Rejected: _____ Date: ____ / ____ / ____

Notification to Student: Date: ____ / ____ / ____

Date: _____