

## Student Complaint Form

### Western Oklahoma State College

Please complete all of page 1 & 2 of this form, sign it, and mail to: Western Oklahoma State College, 2801 North Main, Altus, OK, 73521; or fax it to (580) 477-7707. If you wish to confirm receipt, please phone (580) 477-7702.

Unless you reveal your name and address, we are unable to investigate your complaint and may use this form for information only.

Please include any other documents that may help us substantiate this complaint.

DO NOT SEND ORIGINALS OF ANY DOCUMENTATION

<b>Your Full Name at Time of Enrollment</b>		<b>Possible Other Names in System</b>	
<b>Address</b>		<b>Last Date of Attendance (mm/dd/yyyy)</b>	
<b>City</b>		<b>Program Attended</b>	
<b>State</b>	<b>Zip</b>	<b>Home Phone</b>	
<b>Work Phone</b>		<b>Student ID Number</b>	
<b>Please list the names and phone numbers of any witnesses or persons who can substantiate your complaint.</b>			
<b>Who else have you contacted regarding this complaint?</b>			
<b>Describe your complaint in detail. Include names of persons, locations, and dates involved. Please use additional sheets if you need more space. If this complaint is against specific person(s), please list their name and title.</b>			

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What relief or resolution would you consider fair?

I hereby certify that the above information is true and correct to the best of my knowledge and grant permission for the complaint to be forwarded to the school for a response.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date (mm/dd/yyyy)