

STUDENT COMPLAINT FORM

Student Name		Student ID#	
Email		Phone	
Street Address		Country	
City		Zip Code	

Please explain below or attach a type-written, detailed explanation of your complaint. Explain as clearly as possible why you are filing a complaint. Please include names, witnesses, specific dates, actions and any attempts to resolve the situation. **Please complete and submit this form to the office of the Vice President of Student Services.**

Please type the name of the employee that is involved in your complain below (if applicable)			
Employee Name		Date of Incident	
Department/Office		Phone	
Desired Outcome			
Student Signature		Date	

Note: If you have an unresolved complaint relating to course grades or the right to free expression then please complete the "Statement of Grievance" form which can be found at the following website: <https://www.mpc.edu/student-services/student-information/student-complaint-grievance-procedures>