

Trine University

NOTICE OF COMPLAINT

Anyone wishing to make a complaint against an individual, several individuals, or an organization in the Trine University community must complete a *Notice of Complaint*. The *Notice of Complaint* should be filed with the Dean of Students in the Office of Student Services. A copy of the complaint will be made available to the individual(s) about who you are complaining, who will be asked to respond, in writing. A copy of the response will be given to you. Please refer to the For a more detailed description of this process.

COMPLAINT:

Name of Person Making Complaint:

Person(s) or Organization about whom the complaint is being made:

Date Submitted to the Dean of Students in Student Services:

Signature of Complainant: _____

*Date Signed: _____

*Class Year: _____

*Phone: _____

*Local Address: _____

Date: _____