



# Grambling State University

Division of Student Affairs  
Office of Student Judicial Affairs

GSU Box 4309  
Grambling, LA. 71245  
Telephone: (318) 274-6149/Fax: (318) 274-3297

## **STUDENT GRIEVANCE/COMPLAINT FORM**

PLEASE PRINT OR TYPE:

### **PLEASE FILL OUT THE FOLLOWING INFORMATION ABOUT YOURSELF:**

NAME: \_\_\_\_\_ LOCAL PHONE NUMBER: \_\_\_\_\_

LOCAL ADDRESS: \_\_\_\_\_ WORK PHONE NUMBER: \_\_\_\_\_

### **GSU AFFILIATION:**

[ ] STUDENT ID NUMBER \_\_\_\_\_

[ ] FACULTY/STAFF \_\_\_\_\_

[ ] OTHER: (PLEASE SPECIFY) \_\_\_\_\_

INCIDENT DATE: \_\_\_\_\_ TIME: \_\_\_\_\_ LOCATION: \_\_\_\_\_

STUDENT(S) YOU WISH TO REGISTER COMPLAINT AGAINST (GIVE FULL NAME AND ADDRESS, IF POSSIBLE):

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE#</u>
_____	_____	_____
_____	_____	_____

PLEASE DESCRIBE THE INCIDENT(S) IN AS MUCH DETAIL AS POSSIBLE.

### **WITNESSES:**

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE#</u>
_____	_____	_____
_____	_____	_____

### **RELIEF OR RESOLUTION DESIRED:**

BY SIGNING THIS FORM, I UNDERSTAND THAT:

1. AN ACCUSED STUDENT HAS THE RIGHT TO QUESTION PEOPLE WHO WILL TESTIFY AGAINST HIM/HER;
2. STUDENTS' JUDICIAL FILES ARE CONSIDERED CONFIDENTIAL EDUCATIONAL DOCUMENTS AND ARE NOT A MATTER OF PUBLIC RECORD;
3. CAMPUS JUDICIAL PROCEDURES ARE SEPARATE FROM CIVIL OR CRIMINAL PROCESSES. TO TAKE LEGAL ACTION AGAINST A STUDENT, CONTACT UNIVERSITY POLICE AT (318) 274-2222.
4. YOU ARE EXPECTED TO MEET WITH A JUDICIAL OFFICER TO DISCUSS THIS CONFLICT AND RECEIVE ASSISTANCE IN WORKING WITHIN THE STUDENT JUDICIAL SYSTEM.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE