



Informal Grievance Report FOR STUDENTS SEEKING ACCOMMODATIONS

Date of Incident: _____

Date of Report: _____

Name: _____

Student ID #: _____

Email: _____

Phone #: _____

Name of instructor or staff member: _____

Please describe issue in detail (add additional pages as needed):

Instructor Use

Date of meeting with student: _____

The issue brought to my attention: _____

The student and I have decided: _____

I agree to the above decision and will follow through with this contract.

Instructor: _____

Student: _____