

- Lyman Briggs College Academic Grievance Form -

To submit a formal academic grievance, please fill out this form and submit it to the Associate Dean of Teaching and Learning. Please attach the syllabus for the class to this document. You can expect a response within 14 business days. This form will be kept by the Associate Dean for Teaching and Learning and available to the parties involved (including your instructor).

Student Name _____ Student Email _____

Instructor Name _____ Course _____

Current Date _____

Before submitting this form, please confirm "yes" to the questions below

Have you read through the course syllabus carefully? _____ YES

Have you appealed to the instructor verbally and in writing? _____ YES

Please describe the complaint you are bringing:

Please describe your instructor's response when you brought forward your concern:

What do you think a fair resolution would be to this disagreement?
