## **State Reciprocity Agreement Student Complaint Form**

Student must follow the institutional complaint process provided by the college or university before submitting a complaint to the State Portal Agency. Did you submit a complaint to the institution according to the Webber International University complaint policy? YES NO				
Please submit documentation that you have exhausted your appeals with the institution. You should include documentation that you submitted to the institution regarding your complaint and any letters from the institution documenting its final decision regarding your complaint. Documentation should be emailed to FLSARAinfo@fldoe.org.				
I. COMPLAINANT INFORMATION				
A. First Name: M.I Last Name:				
B. Street Address:				
City: State: Zip Code:				
Country				
C. Office/Home Telephone Number: Cell Telephone Number:				
D. Email Address:				
II. COMPLAINT INFORMATION				
F. Briefly describe the details of the complaint, nature of the incident, dates and names of individuals involved and institutional employees with whom you have discussed your complaint, in the clearest possible language.				
G. Status in Relation to the Institution:				
H. How would you like to see your complaint resolved? For example, do you want a refund of tuition or to repeat a class?				

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I. Current Student Status (If applicable):	□ ENROLLED	□ GRADUATED	□ PROBATION
	□ WITHDRAW	'N □ TERMINAT	ED
☐ I hereby certify that all of the information knowledge.	on I have given ab	ove is true and con	nplete to the best of my
By submitting this form, I understand that Education as the State Portal Entity and m officials to discuss my complaint and a pos	nembers of the SA		•
YOUR SIGNATURE:		DATE:	
PRINT YOUR NAME:			

ALL SECTIONS OF THIS FORM MUST BE COMPLETED ALONG WITH ALL DOCUMENTATION INCLUDED

WITH SUBMISSION.