

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: STUDENT PARENT FACULTY OTHER:

H. How would you like to see your complaint resolved? For example, do you want a refund of tuition or to repeat a class?

