

Student Complaint Form

Please fill out this form to report any concerns or complaints. All submissions will be treated confidentially and reviewed promptly.

Student Information

- **Full Name:** __
 - **Student ID:** __
 - **Email Address:** __
 - **Phone Number (optional):** _
 - **Course/Programme:** _
 - **Year of Study:** __
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Complaint Details

- **Date of Incident:** _
 - **Location of Incident (if applicable):** _
 - **Persons Involved:** __
 - **Nature of Complaint:**
 - ☐ Academic
 - ☐ Administrative
 - ☐ Facilities
 - ☐ Staff Conduct
 - ☐ Student Conduct
 - ☐ Other: _
 - **Description of Complaint:**
(Please provide a detailed account of the issue, including any relevant dates, names, and supporting facts.)
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Supporting Evidence

(Attach any relevant documents, screenshots, or other evidence if available.)

Resolution Sought

(What outcome or action would you consider satisfactory?)

Declaration

I confirm that the information provided is accurate to the best of my knowledge.

Signature: _

Date: _