



STUDENT CODE OF CONDUCT COMPLAINT FORM

Any administrative official, faculty member, student or security officer may file a complaint with the Student Disciplinary Officer or his/her designee against any student for a violation of the Student Code of Conduct. The individual(s) initiating the action must complete a Student Code of Conduct Complaint Form and forward it directly to the Student Disciplinary Officer. The Student Disciplinary Officer for Non-Academic Complaints is the Vice President for Student Affairs or his/her designee. The Student Disciplinary Officer for Academic Complaints is the Vice President for Academic Affairs or his/her designee. If in doubt as to the nature of the complaint, file the complaint with the Vice President for Student Affairs.

Date: _____

COMPLETE THIS INFORMATION ON THE STUDENT THAT THE COMPLAINT IS FILED AGAINST:

Student's Name: _____

Student's Program (if known) _____ Campus _____

Code Violation (s): _____

Explanation of Complaint:

Witness(es):

Have you discussed the specific behaviors that are said to be in violation of the student Code of Conduct? Yes No

Have you attempted to resolve the issue in good faith? Yes No If yes, please describe the resolution:

Name: _____ Telephone: _____

Program (If Student) _____ Campus: _____

Signature: _____ Email: _____

For information concerning Student Complaints and Grievances, contact:
Vice President for Student Affairs Phone: (912) 588-2581 or E-mail address: vpsa@coastalpines.edu

Telephone numbers are accessible to persons who are deaf or hard of hearing through the Georgia Relay by dialing 711 or 1-800-255-0056 from a TTY/TDD.