



Office of Judicial Affairs
 Azalea Building, First Floor
 300 College Street
 Orangeburg, SC 29117
 (803) 533-3887

GRIEVANCE/COMPLAINT FORM

Please fill out the following information about yourself:

Name: _____ Local Phone Number: (____) _____ - _____

Local Address: _____ Cell Phone Number: (____) _____ - _____

Student Banner ID: _____ Email: _____

SC State Affiliation: _____

- Student complaint involving another student:
- Student complaint involving a university employee:
- Student complaint involving a university service/department
- Faculty/staff complaint involving a student.

Other: (please specify): _____

Incident Date: _____ Time: _____ AM PM Location: _____

Student(s) you wish to register complaint against (give full name and address, if possible):

Name: _____ Address: _____ Phone _____ #: _____

(1) _____

(2) _____

Please describe the incident (s) in as much detail as possible

(Please continue on back, if needed)

Witnesses:

Name: _____ Address: _____ Phone _____ #: _____

(1) _____

(2) _____

Relief or resolution desired:

By signing this form, I understand and accept that:

1. An accused student has the right to question people who will testify against him/her;
2. Students' judicial files are considered confidential educational documents and are not a matter of public record;
3. Campus judicial proceedings are separate from civil or criminal processes. To take legal action against a student, contact university police at (803) 533-3803.
4. I am expected to meet with the Judicial Officer to discuss this conflict and receive assistance in working within the student judicial System.

Signature

Date