



Classroom/Academic Complaint Form

Directions

Please complete this complaint form, attach any supporting documentation you may have, and return it to the appropriate Dean's Office. The Dean will respond in writing to your request within 15 business days.

Student ID# _____

Student Name

Address _____

Phone number _____

E-mail _____

Your Cambridge College Location

- Boston
- Lawrence
- Springfield
- NEIB
- Puerto Rico
- Southern California
- CC Online

Course

Semester & Year

Fall Spring Summer Year: _____

Course Number example: WRT101	Section example: CA01	Course Name	Instructor

Complaint

Please give a DETAILED EXPLANATION of your complaint. Feel free to attach additional pages if necessary. Attach a copy of any supporting documentation you may have.

I hereby authorize Cambridge College to review my academic records and all information pertinent to this complaint. I certify that all statements I have made regarding this complaint are truthful.

Student signature _____ Date _____

On paper printout or electronic*

***Please see electronic signature options on the Registrar's web page.**

Please do not write below this line — Dean's Office use only

Date received _____

Signature _____