

Date: _____

Case # _____

Student **Grievance** Intake Form
Dean of Students' Office

Nature of Grievance: _____
(Dean's office use only)

Name: _____ Phone: _____

Address: _____ Cell Phone: _____

City _____ State _____ Zip _____

Email Address _____ Sam ID _____

Classification: FR SO JR SR GRAD Major: _____

I am having difficulty with (check all that applies):

- | | |
|--|---|
| <input type="checkbox"/> an office or department | <input type="checkbox"/> a faculty member |
| <input type="checkbox"/> a university staff member | <input type="checkbox"/> a financial matter |
| <input type="checkbox"/> another SHSU student | <input type="checkbox"/> other (please specify) _____ |
| <input type="checkbox"/> a student organization | |

Have you attempted to address your concern in the department of office where you are having difficulty?

How were you referred to the Dean's office for Assistance?

- | | | |
|--|---|--|
| <input type="checkbox"/> self | <input type="checkbox"/> friend | <input type="checkbox"/> faculty member |
| <input type="checkbox"/> SHSU staff member | <input type="checkbox"/> Dean of Students website | <input type="checkbox"/> Student Services brochure |
| <input type="checkbox"/> Ask the Raven | <input type="checkbox"/> other (please specify) _____ | |

If self referred, how did you find out about SHSU student **Grievance** services?
