

**RECORD of INSTRUCTOR COMPLAINT**

DATE: ...../...../.....

Lesson / Subject: \_\_\_\_\_

Specific complaints:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Instructor Name \_\_\_\_\_

Instructor's Signature \_\_\_\_\_



Steps being taken by 29 Mayis University School of Foreign Languages English Preparatory Department to resolve complaint:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Decision:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Referral to outside agency (if necessary): \_\_\_\_\_

Administrator/ Title: \_\_\_\_\_