Student Complaint Form

WVU Intensive English Program

Student Complaint Form

Any student with a complaint about the Intensive English Program (IEP), an IEP teacher, or IEP staff should complete this form and schedule an appointment with the Director to discuss the complaint. A student with a complaint about the Director should present the information to the Chair of World Languages, Literatures, and Linguistics. All information on this form is confidential, which means that it will only be discussed with the parties involved.

Name of Student:		
Level:	Semester:	Date:

Complaint: Please describe your problem in as much detail as you can.

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Director's Response
Resolution: What steps have been taken to resolve the problem described above?   Are the parties involved satisfied with the outcome? ___ Yes ___No Comments: