

Student Grievance Form

Please refer to the Grievance Policy and Procedure in the [University Catalog](#). Complete this form in its entirety and submit to grievance@joyce.edu.

Your Name:

Your Student ID#:

Date(s) of occurrence/claim:

University Email: _____ **@my.joyce.edu**

Phone Number:

Please indicate the type of Grievance claim (Check all that apply):

- Failure to provide services
- Arbitrary and/or capricious actions by a college employee or administrative office
- Policy or procedure applied unfairly and/or in a different manner than it was applied to others
- Administrative error in the application of the policy or procedure
- Any alleged violation of civil rights

Please note: For any situation involving sexual misconduct or sex-based discrimination, please refer to the Title IX Policy & Procedure in the University Catalog or email the Title IX Coordinator at titleix@joyce.edu.

Describe the situation or issue you believe constitutes a Grievance as defined in the University Catalog. Please be as specific and detailed as possible, including relevant names of all involved parties and dates. If you need additional space, please attach a document.

In the space below, describe the efforts you have made directly with the involved University entities or members to resolve or address the situation. How has the issue or situation remained unaddressed or unresolved?

What do you think is an equitable resolution regarding the situation or issue of your claim?

Through submitting this form, Joyce University is asking you to provide information which may include private and/or confidential information under state and federal law. This information is being requested to address your concern, failing to provide sufficient information may limit Joyce University's ability to address the concern. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interest in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent.