



Student Complaint Form

Hibbing Community College
1515 East 25th Street
Hibbing, MN 55746
1-800-224-4422 or 218-262-7200
Fax: 218-262-6717

TYPE OF CONCERN:

- Academic (Academic Integrity, Academic Suspension, Courses, Grades, Faculty, Programs)
- Service (ADA, Data Privacy, Disability Services, General Concern, Technology)
- Behavior and Student Conduct (Discrimination, Harassment, Student Conduct)

- ✓ First attempt to resolve any concern(s) you have with the person (office) with whom you have the concern.
- ✓ If you are not satisfied, speak to a counselor in the Student Services Department. The counselor will listen and help you identify alternative solutions.
- ✓ If upon meeting with a counselor, you determine you would like to file a formal complaint, complete this form.

Name (Please Print)

Last	First	MI	Stu ID # or StarID
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Address

City	State	Zip	Telephone #/Cell #
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1. Describe specific incident/concern (list dates, times, events): *Attach additional pages as needed.*

2. Describe how you believe the situation can be resolved.

3. Attach any documents that support your concern, if appropriate.

4. Identify time(s) when you are available to meet (day, date, time): _____

Date Submitted _____ Student Signature _____

*Please submit this form to: Hibbing Community College
Provost's Office
1515 East 25th Street
Hibbing, MN 55746*