

English Department  
Student Complaint and Appeal Form

**Complaint**

Student Class:	Student ID:	Student Name:	File code: Date:
Complaint detail:			Evidence attached:
Complained teacher's reply:			Evidence attached:
Deputy Chairperson's comment:			
Chairperson's comment:			

**Appeal**

Student's appeal detail:	Evidence attached:
Deputy Chairperson's interview with student:	
Deputy Chairperson's interview with the teacher:	
Deputy Chairperson's comment:	
Chairperson's comment:	

**Reappeal and Finalize**

Student's reappeal detail	Evidence attached:
Chairperson's interview with the student:	
Chairperson's interview with the teacher:	
Chairperson's comment:	
Chairperson final decision:	