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## Student Grievance Form

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_

BSU Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_  
Street Address City State Zip

This Bemidji State University process for resolution of grievances may be initiated only after the informal process to resolve complaints has not resulted in a satisfactory resolution. According to MnSCU Procedure 3.8.1, a grievance is a written claim raised by a student alleging improper, unfair, or arbitrary action by a faculty, staff member or administrator involving the application of a specific provision of a university rule or regulation or a board policy or procedure. A disagreement with an administrative or academic decision is not a grievance unless it includes improper, unfair or arbitrary action. The entire Bemidji State University Complaints and Grievances policy and procedure may be found online in the Student Handbook at the following address.

[http://www.bemidjistate.edu/students/handbook/policies/campus/student\\_complaints.cfm](http://www.bemidjistate.edu/students/handbook/policies/campus/student_complaints.cfm)

To request a formal review of a grievance:

1. Attach a written summary of your grievance, including the previous steps taken to resolve the matter informally.
2. Identify the remedy you are seeking.
3. Attach any relevant documentation.

**Student Signature** \_\_\_\_\_ **Dated:** \_\_\_\_\_

Return to appropriate academic dean in cases where the dispute involves teaching faculty, or the appropriate supervisor in cases where the dispute involves other university employees.

‡ Minnesota State Colleges & Universities ‡

1500 Birchmont Drive NE, Bemidji, MN 56601-2699

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