FORT HAYS STATE UNIVERSITY
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University Policies
www.fhsu.edu/policies/

POLICY TITLE: **Policy and Procedures Relating to Student Grievances and Complaints**

POLICY PURPOSE: To establish the procedures relating to the handling of student grievances and complaints

BACKGROUND: The Kansas Board of Regents requires each state university to establish and enforce explicit procedures to address student grievances and complaints alleging university activity, or a university employee act or omission, that is proscribed by Board or institutional policies. Each state university is required to create, maintain and advertise a single point of contact to assist students in determining the appropriate university procedure for initiating a particular complaint or grievance.

APPLIES TO: All university students

DEFINITIONS:

CONTENTS:

POLICY STATEMENT: The Assistant Vice President of Student Affairs for Student Life is appointed as the single point of contact at Fort Hays State University for students to contact for assistance in determining the appropriate university procedure for initiating a complaint or grievance. In the event that the grievance or complaint involves a subject matter that is not covered by existing policy, the student will be referred to the Vice President of Student Affairs for handling the complaint in accordance with the Board of Regents policy entitled "Complaint Process."

EXCLUSIONS OR SPECIAL CIRCUMSTANCES:

RELATED DOCUMENTS: **Policies:** Board of Regents' Complaint Policy; various policies referred to in the document entitled "University Policies for Student Complaint Procedures" attached hereto.

Forms:

Other:

KEYWORDS: Student, complaint, grievance, Kansas Board of Regents, Assistant Vice President of Student Affairs for Student Life, Vice President of Student Affairs

RESPONSIBLE Vice President of Student Affairs

OFFICE:	
RESPONSIBLE UNIVERSITY OFFICIAL:	President of the University
ORIGINATION DATE:	5/8/2013
REVIEW CYCLE:	Every 3 years

POLICY ADDRESS:	
LAST APPROVED ON:	Adopted by President's Cabinet on 5/8/2013
REVIEW/CHANGE HISTORY:	
NEXT REVIEW DATE:	5/2016