

Record of Complaint

Eastern Illinois University is committed to addressing complaints and/or concerns about any aspect of our services. Every effort will be made to understand the complaint and/or concern and respond in an appropriate manner.



Name _____ Please contact me at: _____
Phone # or EIU email address

Complaint is regarding:

- | | |
|--|--|
| <input type="checkbox"/> Academic Policy/Procedure/Action | <input type="checkbox"/> Financial Policy/Procedure/Action |
| <input type="checkbox"/> Student Service Policy/Procedure/Action | <input type="checkbox"/> Other |

Date of Original Incident _____

Details of Complaint: _____

Signature _____ Date _____

For Office Use Only

Referred to _____ Date _____

Final Resolution: _____

Signature _____ Date _____

Submit form to the appropriate office at this address: Eastern Illinois University, 600 Lincoln Ave, Charleston, IL 61920

- Office of the Provost, Old Main, Room 1020 - Academic Policy/Procedure/Action
- Business Office, Old Main, Room 1131 - Financial Policy/Procedure/Action
- Office of Student Affairs, Old Main, Room 1031 - Student Service Policy/Procedure/Action
- School of Extended Learning, Blair Hall, Room 2201 - Distance Learning Policy/Procedure/Action
- Other complaints/concerns – Contact the Office of the Provost