

TEXAS A&M UNIVERSITY-TEXARKANA

Student Incident Reporting Form

Note: The information stated in this form will be used by University to resolve student complaints not related to behavior or academic issues that already have resolution processes in place. Additional information is located on the A&M-Texarkana website:

<http://tamut.edu/About/Administration/About/Rules/UP%2013%2002%20099%20H1%2002%20General%20Student%20Complaint%20Procedures.pdf>

Name of person making report:

You may file anonymously, however, the University may not be able to follow up on your complaint should you choose to do so nor will you receive any updates on the complaint resolution.

Phone:

Mailing Address:

Place of Incident (be specific):

Date & Time of Incident:

Type of Incident(i.e. service, friendliness, safety issue, campus improvement):

Student(s)/Staff Involved: (If known)

Telephone

Email

Student(s)/Staff Involved: (If known)	Telephone	Email
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>

Explain in your own words what happened. Please include as much detail as possible, describing the incident in chronological order. Use additional pages as needed.

By submitting this form, I hereby acknowledge that the information provided in this report is complete and true to the best of my knowledge and that the designated university investigator will review the incident to determine an appropriate response. I also understand that if this is not the appropriate reporting method for this complaint the university will forward this information to the appropriate department responsible for investigating the complaint.

Retain a copy and submit this form to:
Carl Greig
Carl.greig@tamut.edu
University Center #126
7101 University Drive / Texarkana, TX 75503
(903) 223-3062 FAX (903) 223-1364