



Student Complaint Form

To file a complaint concerning one of the 16 colleges in the South Carolina Technical College System, please fill out and email this form to ratliffc@sctechsystem.edu or mail it to the address listed below to the attention of Dr. Crystal Ratliff, Associate Vice President for Student Affairs.

Person Filing Complaint

Last Name: _____ First: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone #: _____ Email: _____

CHECK THIS BOX IF YOU WANT TO REMAIN ANONYMOUS.

Information About the Institution Your Complaint is Against

Name of School: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____ Telephone: _____

Enrollment Information

Student Name While Enrolled: _____

Name of Program: _____

Enrollment Dates: _____

Student Status: Currently Enrolled Withdrawn Terminated Graduated

None of the Above

Graduation or Expected Graduation Date: _____

Details of Complaint

Please provide details of your complaint. Include dates, persons, and any pertinent information necessary to resolve your complaint. Use additional pages if necessary.

Have you attempted to resolve this matter with the institution? Yes No

If yes, with whom did you speak to?

Name: _____

Contact Number: _____ Date of Communication: _____

What were the results of this communication? Use additional pages if necessary.

What is your desired outcome? Use additional pages if necessary.
