



TAYLOR UNIVERSITY FORT WAYNE

STUDENT LIFE HANDBOOK 2007-2008

GRIEVANCE PROCEDURE

Grievance Procedure / Title IX and Section 504

Any student who believes he/she may have a legitimate grievance regarding alleged discrimination based on Title IX, Section 504 of the Rehabilitation Act of 1973, or any other federal civil rights law, may do one of two things. First, the student may go to the dean of students, the duly appointed institutional grievance officer, or secondly, the student may file a grievance directly with the Office of Civil Rights, U.S. Department of Education, 401 S. State St., Chicago, IL 60605. If the student chooses to take the grievance to the institutional grievance officer, the institutional grievance officer will be responsible to launch an investigation of the alleged discrimination, in the following manner:

1. A written and signed statement of the grievance should be presented to the dean of students by the student.
2. The dean of students will conduct an informal hearing session with the individuals involved and issue a decision in writing within ten working days from the time of the informal hearing.
3. If the decision rendered by the dean of students is not satisfactory to the individuals involved, those individuals may present a written request for appeal to the Community Life committee. This committee will meet for a formal hearing within ten working days of the written request for appeal. At the formal hearing, the grievant has the right to be represented by the person or persons of the grievant's choice. All proceedings will be recorded and a written decision will be returned to the grievant within five working days.

Informal Grievance Procedures

If students feel they have been treated unfairly in any of their dealings with the University, they should follow these informal grievance procedures: consult with the individual involved such as the faculty member, residence hall director, dean, or departmental supervisor. If this informal process does not bring about a resolution to the grievance, then the procedures outlined above should be followed.

Questions on stated college policies, procedures and regulations should be directed to the offices listed under the "Who Can Solve It" section in this handbook.