



Student Life and Services
Building 38, Room A-06
4200 Connecticut Avenue, NW
Washington, DC 20008
Tel: (202) 274-5900
Fax: (202) 274-6033

-For Office Use Only - Actions Taken:

Telephoned Student _____ Additional Research Conducted
 Sent Written Correspondence _____
 Held Meeting _____ Referred Student _____
Comments: _____

Student Problem / Complaint / Concern Form

Date: _____ UDC ID Number: _____

Name: _____

Mailing Address: _____
Street Address Apt #
City State Zip Code

Telephone Number: () _____ [] cell phone [] home phone [] office phone

Email Address: _____

Check one of the following: [] Problem [] Complaint [] Concern

Please describe or explain below:

Documentation attached: [] yes [] no

Signature: _____