Office of Student Development and Success
Building 53, Room 228
801 North Capitol St. NE
Washington, DC 20002
Tel: (202) 274-6988

-For Office Use Only- Actions Taken:

- Telphoned Student _____
- Sent Written Correspondence _____
- Held Meeting _____
- Referred Student _____
- Additional Research Conducted _____

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: _____