

CTIC Student Complaint Form

USE BLOCK LETTERS WHEN COMPLETING THIS FORM AND PLEASE KEEP A COPY

Email to admissions@casstraining.com.au, student.services@casstraining.com.au or info@casstraining.com.au

PERSONAL DETAILS *please read enrolment conditions			
Given Name		Family Name	
Student Number		Course	
STUDENT CONTACT DETAILS			
Address in Australia			
Phone Number			
Email Address			
AGENT DETAILS *please fill out this section if you have an agent			
Do you have an Agent? Y / N			
Agent's Name _____			
STUDENT COMPLAINT/GRIEVANCE/APPEAL PROBLEM/ISSUE			
STAFF (<input type="checkbox"/> PRINCIPAL ADMINISTRATOR / <input type="checkbox"/> ACADEMIC MANAGER). PLEASE TICK THE APPROPRIATE BOX.			

Comments			
Resolved	<input type="checkbox"/> yes	<input type="checkbox"/> no	<i>If no, independent resolution process commences.</i>

STUDENT ONLY			
Name		Student Number	
Signature		Date	
STAFF ONLY			
Name		Position	
Signature		Date	