Colby College

Accommodations Grievance Process

Grievance Form

Student Name: __________________________ Date: ________________

Student Email: ________________________________________________

Grievances must include a completed grievance form along with a detailed description of the nature of the grievance, relevant documentation and a suggested resolution. Note that disagreement with the decision alone is not grounds for a grievance, rather it must be based on one of the following reasons:

- A failure to follow the process for determining an accommodation or its implementation and how this resulted in a denial of rights or negative impact.
- The existence of new evidence, not known or available when the decision was made, which would have significant bearing on the decision.
- A failure to comply with laws, regulations, rules, policies, or procedures governing the Accommodation process.

To promote collaborative and positive outcomes, once a grievance has been received, the Associate Director of Student Access and Disability Services will have five working days to submit a response to the Grievance Committee. Once received, the committee will have five to seven working days to give a decision.

I hereby give permission for members of the Accommodations Grievance Committee as well as faculty and staff identified as having relevance to my grievance to discuss and share the attached materials.

Signature of the student: ____________________________________________

Date received by Office: _________________________