# Student Complaint Form (industrial action)

This form is designed for use with the University's Regulations Governing Student Complaints and should **only** be used for complaints relating to the industrial action. The Regulations can be found here:

<https://swww2.le.ac.uk/offices/sas2/regulations/appeals-complaints/complaints>

Please ensure that you have read and understood the Regulations before completing this form. The Advice Service in the Students’ Union will be able to provide help with your complaint. They can be contacted in the Percy Gee Building; or by telephone on 0116 223 1132; or by email at advice@le.ac.uk. Please note that the Advice Service can provide guidance but cannot complete this form on your behalf.

When you have completed this form, please return it to the Quality Office (qualoffice@le.ac.uk), by no later than **20 December 2019** if you wish to complain about the industrial action taking place between 25 November – 4 December 2019.

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| **Student contact information** |
| Title (Mr, Miss, etc): | Click here to enter text. |
| First name(s): | Click here to enter text. |
| Surname: | Click here to enter text. |
| Student number: | Click here to enter text. |
| Address:Click here to enter text.Country: Click here to enter text.Postcode: Click here to enter text. | University Email: Click here to enter text.Alternative email (e.g. Gmail):Click here to enter text.Telephone Number: Click here to enter text.  |

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| **Student academic information** |
| Academic School | Click here to enter text. |
| Programme of Study | Click here to enter text. |
| UG students only: current year of study (e.g. 1st) | Click here to enter text. |

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| **Details of the impact of the industrial action on your studies** |
| Please provide the following details in the box below1. The name(s) and module number(s) affected
2. The number of teaching events missed due to the industrial action
3. What steps you understand your school has taken to mitigate the effects of the action, e.g. changes to assessments, use of lecture capture, directed reading, online materials or offering alternative learning and teaching sessions.
4. How you were able to benefit from any of the steps taken by your school
5. How you were impacted by the action?
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|  Click here to enter text. |

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| **What remedy are you seeking?** |
| Please provide information about the steps you would like the University to take to resolve your complaint.  |
| Click here to enter text. |

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| **Declaration:** *By submitting this form: I declare that the above information is accurate and true; I confirm that the details of this complaint are complete and can be passed on to the relevant University staff considering my complaint; I confirm have included relevant third party documentary evidence to support my case (where applicable).* |
| Signature | Click here to enter text. |
| Date | Click here to enter text. |