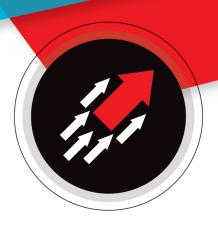


Complaints & Appeals Form

If you have spoken to the person involved and the trainer involved and the matter still remains unresolved, please complete the following form and email a copy to info@tacticlearning.com to be addressed by the Director.

Date						
Full name						
Student ID						
Address						
Email						
Phone number						
Course Name						
Type of Incident	Complaint		Appeals□			
Describe the nature of the Complaint or Appeal:						
(Attach additional papers if you need more space to write)						
Describe the efforts made to resolve the issue:						
Student Signature:				Date:		





Complaints & Appeals Form

Office use only	
Detailed action taken:	
CEO Signature:	
Date:	

