



Student Complaint Form

- ▶ Please note that Learnkey does not accept anonymous complaints.
- ▶ All fields must be completed.
- ▶ Attach any documents, photos etc. that support your complaint.
- ▶ If you have any questions on how to fill this form contract the course co-ordinator.

Name of complainant

Preferred telephone number

E-mail

How do you prefer to be contacted Tel. E-mail

If by telephone, may Learnkey leave a message? Yes No

Are you a:

Current Student Former Student Parent or Guardian of Current/Former Student

Date of attendance at Learnkey Start End

COMPLAINT

(Please describe your complaint in detail, including any names you spoke to about the complaint).

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By submitting this form, I affirm that I am a current or former student of Learnkey or the parent/guardian of a current or former student of Learnkey. I certify that the information I have provided is complete, true and carried to the best of my knowledge and belief and allow Learnkey to use this information to arrive to an informed judgement which will be communicated to me in a timely manner.

Signature of Complainant

Date Signed