

# WSU Student Concern Resolution Guide

The steps are meant to be completed independently to allow for a resolution to be reached at any step. Once resolution is achieved, no further steps need to be taken.

Visit [wichita.edu/reportit](http://wichita.edu/reportit) to view the report forms listed below



## CIVIL RIGHTS, TITLE IX & ADA COMPLIANCE (CTAC) CONCERNS

### SEXUAL HARASSMENT, DISCRIMINATION AND RETALIATION (POLICY 3.06)

- Step 1** File a Title IX/Discrimination report [HERE](#)
- Step 2** Contact the Office of Civil Rights, Title IX, & ADA Compliance (CTAC), 316-978-3186, [ctac@wichita.edu](mailto:ctac@wichita.edu)

### PROTECTED CLASS DISCRIMINATION (POLICY 3.47)

- Step 1** File a Title IX/Discrimination report [HERE](#)
- Step 2** Contact the Office of Civil Rights, Title IX, & ADA Compliance (CTAC), 316-978-3186, [ctac@wichita.edu](mailto:ctac@wichita.edu)

### BIAS INCIDENTS

- Step 1** File a Title IX/Discrimination report [HERE](#)
- Step 2** Contact the Office of Civil Rights, Title IX, & ADA Compliance (CTAC), 316-978-3186, [ctac@wichita.edu](mailto:ctac@wichita.edu)



## ACADEMIC CONCERNS

### GRADE RELATED

- Step 1** Contact Course Instructor
- Step 2** Contact Department Chair
- Step 3** Contact the Dean's office of the Academic College
- Step 4** File a Student Advocate report [HERE](#)
- Step 5** File a Grade Appeal (Policy 8.20) with the Associate Vice President for Academic Affairs, 316-978-3010

### ABOUT INSTRUCTOR (NOT GRADE RELATED)

- Step 1** Contact Course Instructor or Department Chair (Skip to step 2 if your Instructor is the Department Chair)
- Step 2** Contact the Dean's office of the Academic College
- Step 3** Contact the Associate Vice President for Academic Affairs, 316-978-3010

### PROGRAM OR OTHER ISSUES

- Step 1** Contact Department Chair or Program Director
- Step 2** Contact the Dean's office of the Academic College
- Step 3** Contact the Associate Vice President for Academic Affairs, 316-978-3010



## NON- ACADEMIC CONCERNS

### REGARDING SUPPORT SERVICES

- Step 1** Consult the Campus Resource Website [HERE](#)
- Step 2** File a Care Team report [HERE](#)
- Step 3** Contact the Assistant Vice President for Student Services, 316-978-3149 | RSC, 231

### REGARDING ANOTHER STUDENT (POLICY 8.05)

- Step 1** File a Conduct report [HERE](#)
- Step 2** Contact Student Conduct & Community Standards, 316-978-6681, [SCCS@wichita.edu](mailto:SCCS@wichita.edu)
- Step 3** Contact the Assistant Vice President for Student Services, 316-978-3149 | RSC, 231

### PERSONAL SAFETY

- Step 1** If in Immediate Danger call 911 or the University Police Department at 316-978-3450
- Step 2** Contact Student Conduct & Community Standards, 316-978-6681, [SCCS@wichita.edu](mailto:SCCS@wichita.edu)

### OTHER

- Step 1** Attempt to Resolve the Issue
- Step 2** Contact the Vice President for Student Affairs, 316-978-3021