A Graduate Student’s Guide to the Grievance Process

This is a concise reference to certain information more fully described in *Rights, Rules, Responsibilities*. Please see full policies and procedures there.

**What are the possible venues for a formal grievance process?**

The venue for your grievance depends on the nature of your concerns. Grievances related to sexual misconduct or discrimination based on a protected characteristic are reviewed by the Title IX Office and the Office of Institutional Equity and Diversity, respectively. If the grievance relates to academic progress, enrollment and standing, research, or teaching, it is reviewed outside the department by Academic Affairs in the Graduate School. If the grievance is related to faculty misconduct, the Office of the Dean of the Faculty may be involved in a review as well.

<table>
<thead>
<tr>
<th>Office</th>
<th>Type of Grievance</th>
<th>Contact Information</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office of Institutional Equity and Diversity</td>
<td>Discrimination or harassment based on a protected characteristic</td>
<td>609-258-8504</td>
</tr>
<tr>
<td>Title IX Office</td>
<td>Discrimination or harassment based on sex or gender and sexual misconduct</td>
<td>609-258-3281</td>
</tr>
<tr>
<td>Academic Affairs, Office of the Dean of the Graduate School</td>
<td>Disputes related to enrollment and standing, research, and teaching.</td>
<td>609-258-3168</td>
</tr>
<tr>
<td>Office of the Dean of the Faculty</td>
<td>Concerns related to faculty misconduct</td>
<td>609-258-2168</td>
</tr>
</tbody>
</table>

**What resources are available for me to discuss my concerns and consider options?**

For academic concerns, graduate students are often best served by first discussing concerns within the department. The DGS can help with these discussions. For academic and other concerns, a variety of resources outside the department are available to assist graduate students. These resources may be helpful before the student decides to pursue a formal grievance. Resources are also available to support graduate students during a grievance procedure.

<table>
<thead>
<tr>
<th>University Resource</th>
<th>Support Provided</th>
<th>Contact Information</th>
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</thead>
<tbody>
<tr>
<td>University Ombuds Office</td>
<td>Confidential problem-solving resources; conflict mediation with amenable parties</td>
<td>609-258-1775</td>
</tr>
<tr>
<td>Counseling and Psychological Services</td>
<td>Confidential counseling and support</td>
<td>609-258-3141</td>
</tr>
<tr>
<td>Office of Religious Life</td>
<td>Confidential counseling from multi-religious ideologies</td>
<td>609-258-3047</td>
</tr>
<tr>
<td>Office of the Dean of the Graduate School Academic Affairs, Diversity and Inclusion, Finance and Administration, and Student Life</td>
<td>Non-confidential discussions (private when possible) regarding options and grievance procedures, before a student discusses the matter with the department</td>
<td>609-258-3030</td>
</tr>
<tr>
<td>Sexual Harassment/Assault Advising, Resources, and Education (SHARE) Office</td>
<td>Confidential sexual harassment and assault support</td>
<td>609-258-3310</td>
</tr>
</tbody>
</table>
Formal Grievance Process for Academic Matters
A graduate student’s guide for grievances related to enrollment and standing, research, or teaching issues

- Has the student discussed concerns with the adviser(s) or relevant faculty member(s)?
  - No
    - Speak with adviser(s) or relevant faculty member(s) to address concerns
    - Has the issue been resolved?
      - No
        - Speak with DGS
        - Has the issue been resolved?
          - No
            - Speak with chair
          - Yes
            - Has the issue been resolved?
              - Yes
                - No further action is required
              - No
                - Present concerns to the Dean of the Graduate School for final review and decision
            - No
              - Has the issue been resolved?
                - Yes
                  - No further action is required
                - No
                  - Request review by relevant dean in academic affairs in the Office of the Dean of the Graduate School
  - Yes
    - Present concerns to the Dean of the Graduate School for final review and decision