

Essex County College Complaint Form

The Essex County College Compliance Department (ECCCD) will accept all written and signed complaints regarding ethics, conduct, integrity, operations, and curriculum matters operated by Essex County College.

The person filing the complaint with ECCCD must attest that the following is true (please check all applicable boxes):

- I have submitted the complaint to ECCCD in writing using the “Essex County College Complaint Form.”
- I have submitted evidence, if evidence is attainable, to support the allegation. (Please do not submit original documents as they may not be returned.)
- I attest that the following information provided is truthful and described to the best of my recollection.

Upon receiving a complaint, ECCCD will determine if the matter falls within its jurisdiction. If preliminary findings indicate a violation by a higher education institution, ECCCD shall attempt to resolve the complaint. All parties will be notified of the outcome of the investigation, if contact information is provided.

Submit to:

Essex County College
Attn: Compliance Department
303 University Ave
6th Floor
Newark, NJ 07102
Phone Number: 800.634.3364
E-mail: Behr@essex.edu

Essex County College Complaint Form

Name _____

Address 1 _____

Address 2 _____

City _____ State _____ Zip Code _____

Phone _____ Fax _____

E-mail _____

Program of Study Dates of Attendance _____

*The above-mentioned information is not required if you choose to remain anonymous.

Describe your complaint in detail. Specify any dates, staff you dealt with, monies owed, balances due, etc. Use additional paper if necessary. Attach any documentation which will help describe the problem and substantiate your allegations, such as an enrollment contract, correspondence with or from the institution, etc. Do not submit original documents as they may not be returned.