



FORMAL COMPLAINT FORM

If you have a concern or are dissatisfied with any particular aspect of the college service, please complete this form and either hand it in to Reception or Learner Services on either college site, or send it directly to:

**Head of Learner Services,
Hopwood Hall College,
Rochdale Road,
Middleton
M24 6XH**

Name: _____

Address: _____

Telephone No: _____

Course (if appropriate): _____

Campus (if appropriate): _____

Details of Complaint:

Signed: _____

Date: _____