

GPSA Court of Review – Complaint Form

PART 1 – INTRODUCTION

1. Article VII of the GPSA Constitution and the corresponding GPSA Bylaws define the procedures by which a complaint may be brought before the GPSA Court of Review. The GPSA Constitution and Bylaws can be found at the following web address:
http://www.unm.edu/~gpsa/about_constitution.shtml.
2. Only GPSA Members may bring a complaint before the Court.
3. Complaints must be submitted in writing on the following form.
4. Complaints must allege a specific violation of the GPSA Constitution, Bylaws or Codes.

PART 2 – YOUR CONTACT INFORMATION

Your Name:	
Your Address:	
Your Phone Number(s):	
Your E-mail(s):	
Your Department or School:	
The Date You are Submitting this Complaint:	

PART 3 – YOUR COMPLAINT

<p>Who is this complaint against (you may list multiple people)?</p> <p>In what capacity were they acting as GPSA officials?</p>	
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PART 3 – COMPLAINT, CONTINUED	
<p>Please explain in some detail the circumstances of your complaint.</p> <p>Include specific allegations against specific individuals and state what provision(s) of the GPSA Constitution, Bylaws or Codes have been allegedly violated.</p> <p>You may attach a separate narrative if you would like. If you do, however, please refer to that narrative on this form.</p>	
<p>When did this happen (i.e. the date of the alleged violation(s))?</p>	
<p>Are you aware of any witnesses to this alleged violation? If so, please list them here and include their contact information.</p> <p>NOTE: If this matter proceeds to a hearing, you will be responsible for calling your witnesses.</p>	

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PART 3 – COMPLAINT, CONTINUED	
<p>Have you exhausted all administrative remedies or appeals that you have available to you through the GPSA?</p> <p>Please explain.</p>	
<p>Is there anything else you would like to include in your complaint? If so, please include that information here, or refer to attachments.</p>	

PART 4 – ATTACHMENTS & OTHER INFORMATION

Please attach any documents, statements of witnesses or other relevant information to support your Complaint. Please list those attachments here:

Attachment Number	Description
1	
2	
3	
4	
5	
6	
7	
8	

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PART 5 – CERTIFICATION

By signing below, I, _____, certify that:

1. I have read the GPSA Bylaws that correspond to Article VII of the GPSA Constitution – “Court of Review;” and
2. I understand that I am responsible for delivering a copy of this Complaint form, with attachments if applicable, to all parties against whom this Complaint is made within three (3) days of submitting this Complaint to the Court of Review; and
3. I understand that if I am unable to deliver this Complaint to any party against whom this Complaint is made, I will notify the Court in a reasonable amount of time and explain why I have been unable to deliver a copy of the Complaint to the appropriate person(s); and
4. I understand that I am responsible for contacting all witnesses to support my claim and that I am responsible for their presence at any hearing(s) held in conjunction with this Complaint; and
5. I understand that the Court will determine if this matter will proceed to a hearing, and if it does, the Court will contact me with a hearing date; and
6. I agree to follow and be bound by the Constitution, Bylaws and Codes of the Graduate and Professional Student Association of the University of New Mexico with respect to this Complaint and any hearing(s) or other efforts to resolve this dispute.

Signature

Date