

**Wayne State University PharmD Student Complaint Policy**  
**Revised October, 2015**

The Wayne State University PharmD program provides each professional student the ability to lodge complaints about the professional program regarding the Accreditation Council on Pharmacy Education (ACPE) Standards. Any professional student can provide a written complaint to the College about any accreditation standard (<http://www.acpe-accredit.org/deans/standards.asp>), student rights to due process, or any other unresolved issue. Students also have the right to file complaints concerning other program issues that may not directly pertain to accreditation standards. The policy below outlines the procedure to use to file a complaint concerning the program.

**Program Complaint Policy**

**1. Concerns or Grievances Regarding Standards and/or Policies and Procedures of the Accreditation Council for Pharmacy Education (ACPE)**

Students who wish to file a complaint related to the accreditation standards, student's rights to due process and appeal mechanisms, shall submit the complaint in writing to: ACPE Executive Director, ACPE, at: [csinfo@acpe-accredit.org](mailto:csinfo@acpe-accredit.org) Complaints must identify the specific standard(s) that is not being adhered to and include evidence to support the complaint. For additional information regarding ACPE complaint procedures, please see: <http://www.acpe-accredit.org/students/complaints.asp>. Copies of the ACPE standards are available on-line at <http://www.acpe-accredit.org/>.

**2. Complaints or grievances not related to ACPE Standards**

Students can submit a written complaint by completing the attached form and returning it to Tamra Watt, inside the EACPHS Dean's Suite, office 2610. Anonymous or identified complaints are acceptable. The Associate Dean of Pharmacy will bring any such complaints to the Pharmacy Executive Committee for discussion and will provide the student with a written response to their complaint. Complaints will be investigated in a thorough and timely manner by the Pharmacy Executive Committee in consultation with faculty, students and others as required. The file will be kept separate from student academic records or faculty/staff personnel records. If a complaint is filled anonymously, it should be understood that addressing the complaint may be difficult without providing enough detail in the complaint to allow the Pharmacy program to adequately understand the complaint. We therefore strongly encourage providing your name.

Your name (optional):

Select the most appropriate category for your complaint:

Access ID (optional):

- PharmD Academic Program
- PharmD Professional Experience Program
- Other

Please describe your complaint (continue on back or attach another page if necessary):