

STEPHEN F. AUSTIN STATE UNIVERSITY CAREER SERVICES
FORMAL COMPLAINT: Applicant against Recruiter

Interviewees who believe a recruiter has misrepresented his/herself or his/her organization or has not conformed to NACE or Career Services recruiting policies are encouraged to contact the Career Services Coordinator or Assistant Director of Career Services, *immediately* at 936-468-3305.

In order to make a formal complaint, the following form must be completed and returned to the Interview Coordinator.

Your name: _____ Student ID: _____

Phone: _____ Email address: _____

Please provide a detailed description of your formal complaint against the employer/organization/recruiter. Attach any needed documents and/or extra sheets to this complaint form. Please neatly handwrite information.

Employer/Organization: _____ Date of Interview: _____

Name of Recruiter (or Interview Room #): _____

Signature

Date

Interview Coordinator

Assistant Director of Career Services