

Student Complaint Form

Student Information:

Name of Person Lodging Complaint:
Address:
Email Address:
Tel No:
Mobile No:

Complaint Details:

Date:
Who/What is the Subject of the Complaint:
Summary of Complaint/Issue:

Expected Complaint Outcome:

As a result of making this complaint, is there any outcome you would like to see implemented? <input type="checkbox"/> Yes <input type="checkbox"/> No
If yes, please provide details:

Signature

Date

When student complaint is not received in writing:

Name of Staff Member receiving complaint:
Signature:
Date:

Lodgment:

The Malta Employers' Association will accept complaints in the following ways:

a) In Writing

- Mailed to the Malta Employers' Association at 35/1, South Street, Valletta, VLT 1100
- E-mailed to the Malta Employers' Association on: admin@maltaemployers.com.

b) In Person

By calling at the Malta Employers' Association office located at 35/1, South Street, Valletta, VLT 1100. The office is open between 8.00 a.m. – 4.30 p.m. Monday to Friday.

c) By Telephone

By telephoning +356 21237585 / 21222992 and requesting the appropriate Student Complaint Form.

Processing Complaints:

- The Malta Employers' Association will acknowledge all complaints within 5 working days and try to resolve complaints as soon as possible.
- The privacy of the person registering the complaint will be ensured.