## **Complaint Process**

If a Student has a complaint that the immediate faculty are not dealing with, the student may send an email to the Dean of the Institution (Rosh Hayeshiva) at <a href="mailto:rabbitirtzaleib@gmail.com">rabbitirtzaleib@gmail.com</a> or the Executive Director at <a href="mailto:Bkorf@lecfl.com">Bkorf@lecfl.com</a> and ask for them to address the issue.

If a student is still not satisfied, he may contact the Accrediting office at Association of Advanced Rabbinical and Talmudic Schools Telephone: (212) 363-1991 Fax: (212) 533-5335 Email: office@aarts-schools.org

## The following is the State complaint process:

- 1. Students must first go through the institutional complaint process listed in the institution's website under grievance and/or complaint process.
- If the student is not satisfied with the outcome, he/she may file a complaint with the state agency that governs the institution (see lists of state agencies under Contact Directory). You may also go to <a href="https://www.fldoe.org/sara/complaint-process.stml">https://www.fldoe.org/sara/complaint-process.stml</a> to file a complaint.
- 3. If the student is not satisfied with the outcome he/she may appeal the complaint to the Council by sending an email to <u>FLSARAinfo@fldoe.org</u>. You may also call 1-888-224-6684 (Toll Free) or 1-850-245-3200 or see their mailing address below:

## Mailing address:

Florida State Authorization Reciprocity Agreement 325 W. Gaines Street, Suite 1414 Tallahassee. Florida 32399-0400

## Requirements

- 1. Complaint must be filed within two years of the incident about which the complaint is made.
- 2. Complete the institutional and state agency complaint process prior to submitting complaint to the Council.
- Complaint must be a formal assertion in writing that the terms of SARA, or of laws, standards or regulations incorporated by SARA, are being violated by a person, institution, state, agency or other organization or entity operating under the terms of SARA.
- 4. You are a student of a FL-SARA approved institution. See list of approved institutions. (The student is a **distance education student living outside-of-the-State of Florida** at the time that the incident occurred.
- 5. If you are not a student, but have a concern about any of the above, you may submit a complaint.