

Complaint No & Date

(To be filled in by the Secretariat)

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TO:

Secretariat of the Department of

Submission Date:

Please fill in the following **mandatory** fields and submit this document to the following e-mail address: (enter the e-mail of the Secretariat)

Full name:		
Title:	Undergraduate student or <input type="checkbox"/> Postgraduate student or <input type="checkbox"/> Doctoral Candidate <input type="checkbox"/>	
	Reg. No.:	
	Year of Study:	
	Phone / Mobile:	
	Email:	
The complaint concerns		
	Student issues:	<input type="checkbox"/>
	Studies issues:	<input type="checkbox"/>
	Food issues:	<input type="checkbox"/>
	Housing issues:	<input type="checkbox"/>
	Communication issues:	<input type="checkbox"/>
	Relations with educational staff:	<input type="checkbox"/>
	Personal Data:	<input type="checkbox"/>
	Other:	<input type="checkbox"/>

Please state briefly and clearly the problem you encountered or your complaint

Solemn Declarations

I hereby declare that I expressly and unreservedly consent to the processing of my personal data for the purpose of handling this complaint.	<input type="checkbox"/>
I understand that the confidentiality of communications will be ensured, as provided for in the DUTH Internal Rules and Regulations and the applicable legislation.	<input type="checkbox"/>
I declare that I am aware of the Study Guide and of the University's general operating rules, and I am clearly aware of my rights and obligations.	<input type="checkbox"/>
I have been informed about the Personal Data Protection Regulation https://duth.gr/Πανεπιστήμιο/Προστασία-Δεδομένων-Προσωπικού-Χαρακτήρα-GDPR	<input type="checkbox"/>

To be filled in by the body investigating the complaint (Academic Department)		
Investigation of the complaint with s/n		
Participants		
Full name:	Position:	
Reason		
Responsible		
Department	Service	Other
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
How to address the problem – Corrective action		
Complainant notification		
Competent officer:		
Date:		

The Head of the Department