



Complaints, Investigations and Enforcement Division General Complaint Form

1. Describe the alleged violation (describe the nature of the problem). Summarize the complaint within the space provided.

2. Describe the facts on which the allegation is based. Please be specific.

3. What are significant dates and events related to the allegation? Please be specific.

4. Describe the documents that support the described facts. Please attach any relevant documentation.



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5. Describe your efforts to resolve the complaint in others ways, such as district or charter school's local complaint process.

* Allegations of falsification or misrepresentation of information used for school accountability, test security, and misappropriation of state or federal funds may be filed anonymously. TEA complies with the Texas Public Information ACT (TPIA) when releasing information in response to requests for information. Information can only be kept confidential to the extent allowed by law.

If the button does not automatically open a new email message to us, please save the form to your computer and email it as an attachment to complaintsmanagement@tea.texas.gov. You may also mail or fax a printed copy to the address below.