4 DOCUMENTATION	_
A aangZfj ZhiZY YdXj b Zciai čtc MUST WZ aiiaXj ZY id i] *n [dgb *c dgYZg [dg *r id WZ kaaY.  Sij YZci hiaiZb Zci (gZfj čgZY)  Ichigi XidghiaiZb Zci /l g*niZc YdXj b Zciai čtc d[k*čtaai čtc (gZfj čgZY)  C] a*g*niaiZb Zci (dei čtcaa)	
laX cdlaZY\Zi]ail]akZgZaYacYjcYZghiacYi]Z°chigiXi°dchdci]1n[dgb.la\gZZidXdbeanl1]i]ZegdXZYjgZhi]ZgZ°c.l]akZegdk^YZYYdXjbZciai°dci]ai 1naXXjgaiZ,gZaZkaci,acYXdbeaZiZacYljcYZghiacYi]ai[a°ajgZidYdhdkd^Yh/cjaa6xZhi]1ngZfjZhi.	
id Yth YighndjgaeeZaa;aaadl 'c\aiaZahi xkZ Idg' 'c\Yanh[dg] 'to /] Zgid gZk/Zl i] Z baiZg'aaacY egZeagZ a gZhedchZ WZ[dgZ b ZZi'c\. Aii] Z b ZZi'c i] Z 'chigi Xidgh] dja' h'\ci] 'h [dgb acY egdk-YZ ndj I f] a Xden d[] 'th] Zg YdXj b Zciai'dc acY/dg IgfiZc gZhedchZ, j caZhhi] Z aXaYZb X eZcaain 'hgZb dkZY.  Statement Attached?	
If the matter was not resolved at the instructor level, provide a copy of the form, your statement, and materials given to you by the instructor to the XJ a'gd[] h] ZgYZeagib Zci, acY hZi j e a b ZZi c\ id YhYj hhrdj gaeeZaa;aadl c\ ai Zah zah zah zah zah zah zg zh zah zah zah zah zah zah zah zah zah	10