

Addendum 1
August 2025 Catalog Student Handbook
Grievance Policy

Grievance

Within the HEMSPN program, the term "grievance" is defined as a dispute between a student and the school regarding the interpretation, application of, or compliance with a specific provision of HEMSPN policies or procedures as applied to that student's participation in the HEMSPN program. The grievance process is available to all students without fear of retaliation or intimidation. The term "Grievant" is an individual student alleging a grievance against HEMSPN. All grievance-related conversations with the student shall be held in strict confidence by those involved.

The Grievance process is implemented and progresses according to the steps outlined below. The time limits set forth may be extended by mutual agreement of the school and the student when set forth in writing and signed by the Grievant. Working days, as used in this procedure, shall not include Saturdays, Sundays, holidays, vacation days, or breaks.

The Ohio Department of Higher Education (ODHE) responds to grievances against public institutions of higher education. The ODHE has limited authority; however will review submitted complaints at <https://highered.ohio.gov/students/current-college-students/student-complaints>