OBERLIN COLLEGE & CONSERVATORY | OFFICE OF THE DEAN OF STUDENTS

Grievance Procedures

Updated 8/7/2025

As a first step, students are urged to go directly to the person(s) concerned and discuss the source of their problem as openly as possible. If this confrontation of the difficulty and airing of a grievance leads to no resolution, or when it seems inappropriate, a number of formal and less formal avenues are open to students, depending upon the nature of the complaint. These are outlined below. At times, a grievance may involve a number of different areas and students may feel uncertain which procedure to follow; in this case they should seek advice from the Office of the Dean of Students or the deans of Residential Life. At any stage in the process students are welcome to seek counsel and support from members of the faculty or staff as well as the student body, and should feel free to bring an advisor to any meetings they may have as part of an adjudication process. Some suggestions are made under the following sections.

A. GRIEVANCES RELATED TO ACADEMIC AFFAIRS OR OTHER MATTERS INVOLVING THE TEACHING FACULTY

a. A student with a complaint should first attempt to resolve the issue through discussion with the instructor.
b. If this fails to resolve the issue, the student may present the grievance to the director of the division, or the chair of the department or program, and request their assistance in resolving the issue.
c. If the director of the division or the chair of the department or program is unable to resolve the matter, the student may present the complaint to an Associate Dean of the Conservatory or to an Associate Dean of the College of Arts and Sciences, as appropriate to the faculty appointment of the instructor. The Associate Dean will invite the opinions of all parties involved, will ascertain matters of fact, and will make a determination about the disposition of the matter. The Dean of the Conservatory or the Dean of the College of Arts and Sciences will review the determination. Final judgment rests with that dean.
d. In matters of academic dispute, students may find it useful and appropriate to consult with their academic advisors or and advisor in the Academic Advising Resource Center, or AARC. Students studying applied music in the conservatory should present their grievances to an Associate Dean of the Conservatory.

B. STUDENT INFRACTIONS OF THE HONOR CODE

Any form of academic cheating should be referred to the Student Honor Committee. (Honor Code Charter) To report a suspected violation of the Honor Code, or to ask questions about how the Honor System functions, contact:

Student Honor Committee
Wilder Hall Suite 105
(440) 775-8462
ohonor@oberlin.edu

C. NONACADEMIC COMPLAINTS AGAINST STUDENTS REQUIRING ADJUDICA TION AND POSSIBLE DISCIPLINARY ACTION

Complaints may be brought before the Office of Student Conduct and Community Standards by filing a complaint with the available at https://www.oberlin.edu/dean-of-students/student-conduct. Students are encouraged to seek the advice of the Senior Associate Dean of Students at any time.

Where both parties agree to this, complaints can often be mediated rather than handled through formal adjudication.

D. GRIEVANCES UNDER SECTION 438 OF THE GENERAL EDUCATION PROVISIONS ACT

Current or former students in attendance at Oberlin College have the right to review and inspect their educational records relating to their attendance as a student. An "education record" is any file, document, or other material that contains information directly related to a student and that is maintained by the College

E. GRIEVANCES AGAINST OFFICERS OF STUDENT ORGANIZATIONS AND GOVERNING BODIES

Such grievances should be taken first to the executive body of the group concerned. Students are encouraged to consult with the advisor of the organization and the Director of Student Involvement. In some cases complaints of this nature may appropriately be brought before the Community Board for final adjudication, but they are most often effectively dealt with by the internal procedures of the organization itself.

F. COMPLAINTS RELATED TO HEALTH SERVICES OR OBERLIN COUNSELING & PSYCHOLOGICAL SERVICES

Complaints may be taken to any faculty or student member of the Student Life Committee. Complaints concerning services provided by the Student Health Services or Oberlin College Counseling & Psychological Services may be initiated by pursuing any of the following options:

(1) student may discuss their complaint directly with the health care professional concerned;
(2) student may discuss their complaint with the providers' supervisor or department head;
(3) student can request that a Student Life Committee member discuss the complaint with the health care professional and inform the student of the outcome;
(4) student may request that a Student Life Committee member be present when they discuss the complaint with the health care professional concerned;
(5) student may request that the Student Life Committee assign a second health care professional to conduct an informal inquiry into the complaint and report back to the student;
(6) student may request that a formal inquiry of the complaint be conducted.

G. GRIEVANCES RELATED TO THE ADMINISTRATION OF HOUSING AND DINING POLICIES

Students' suggestions and complaints regarding college housing, dining services, regulations, policies, and issues should be submitted to the Office of Residence Life by e-mail to reslife@oberlin.edu.

a. Requests for an Exception Requests for an exception to any policy listed in the Housing and Dining Agreement should be submitted in writing to the Assistant Director for Housing Administration by
e-mail to reslife@oberlin.edu. All requests for an exception will be granted or denied in writing. Students should not assume approval prior to receiving written notification. The Residential Education staff does not have the authority to render decisions based on financial issues or concerns that could require an accommodation with the Office of Disability and Access
b. Appeals Students who have requested an exception and have been denied by a Residence Life staff member may appeal the decision to appeals board. Appeals will be heard based on special circumstance specific to the student. The appeals board does not have the authority to render decisions that change policy or those based on financial issues or concerns that could require an accommodation with the Office of Disability and Access. All appeals must be submitted by e-mail (reslife@oberlin.edu) to the appeals board, in care of the Office of Residence Life. A final decision will be rendered within 30 days of receipt of the appeal; except when the appeal is

received after May 1or December 1, then the final decision will be rendered within 30 days after the beginning of the next semester.

H. GRIEVANCES RELATED TO PROCEDURES OR BILLINGS OF THE OBERLIN STUDENT COOPERATIVE ASSOCIATION

a. Disputes related to OSCA should be directed to OSCA and not Oberlin College

I. GRIEVANCES RELATED TO DISCRIMINATION AND HARRASSMENT

a. Complaints alleging discrimination or harassment carried out by employees, students, and or third parties that are based upon race, color, sex, religion, national origin, disability, age, genetic information, military or veteran status, ancestry, marital status, sexual orientation, gender identity, gender expression in employment, educational programs and activities, and admissions may be filed with a designated Title IX and Equity Coordinator or Deputy Coordinator.
b. Before filing a complaint, any student or employee of the college may elect to consult with the director of the Office of Institutional Equity or any other administrator named in the policy to seek additional information about the policy and the grievance procedures.

J. For general assistance and guidance during the 2025-2026 academic year, you may contact:

- The Office of Institutional Equity at (440) 775-8555 for overall equity concerns regarding allegations of harassment and or discrimination.
- Athletics Equity Coordinator: Natalie Winkelfoos at (440) 775-6463 for allegations of discrimination or harassment in athletics based on sex and or gender.
- Section 504/ADA coordinator, Rebecca Mosely at (440) 775-8555 for allegations of discrimination or harassment based on disability.