



Grievances

Student grievances should first be directed to the instructor. If the grievance cannot be resolved with the instructor, then the student may meet with the Campus President and/or the Dean of Academics to discuss his or her grievance. If the grievance cannot be resolved with the Campus President or Dean of Academics, then the student may direct unresolved grievances to:

**Texas Workforce Commission
Career Schools and Colleges
101 East 15th Street
Austin, Texas 78778-001
&
Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
<http://council.org/>
800-917-2081**

Approved and Regulated by the Texas Workforce Commission, Career Schools and Colleges, Austin, Texas. ACI is Accredited by the Commission of the Council on Occupational Education. TWC school number is S4226 (Main Campus) and S59320 (East Extension) and COE school ID number is 348100.