

## ADDENDUM 1 – posted 1/15/14

**NOTE FOR STUDENTS RESIDING IN TEXAS:** IF THE COMPLAINT CANNOT BE RESOLVED AFTER EXHAUSTING THE INSTITUTION'S GRIEVANCE/COMPLAINT PROCESS, CURRENT, FORMER AND PROSPECTIVE STUDENTS MAY INITIATE A COMPLAINT WITH THE TEXAS HIGHER EDUCATION COORDINATING BOARD (THECB) BY SENDING THE REQUIRED FORMS EITHER BY ELECTRONIC MAIL TO [StudentComplaints@thecb.state.tx.us](mailto:StudentComplaints@thecb.state.tx.us), OR BY MAIL TO THE TEXAS HIGHER EDUCATION COORDINATING BOARD, OFFICE OF GENERAL COUNSEL, P.O. BOX 12788, AUSTIN, TEXAS 78711-2788. THE REQUIRED FORMS ARE LOCATED AT:

<http://www.thecb.state.tx.us/index.cfm?objectid=051F93F5-03D4-9CCE-40FA9F46F2CD3C9D>.

RULES GOVERNING STUDENT COMPLAINT PROCEDURES ARE LOCATED

AT: [http://info.sos.state.tx.us/pls/pub/readtac\\$ext.ViewTAC?tac\\_view=5&ti=19&pt=1&ch=1&sch=E&rl=Y](http://info.sos.state.tx.us/pls/pub/readtac$ext.ViewTAC?tac_view=5&ti=19&pt=1&ch=1&sch=E&rl=Y)