



**GRADUATE ASSISTANT GRIEVANCE FORM**

Employee/Grievant Name: \_\_\_\_\_ Department: \_\_\_\_\_

Job Title/Position: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Graduate Assistant Employment Agreement/Manual provision(s) violated:

Brief Description of the Nature of Complaint/Dispute (include specific details and incident date(s) and a description of informal efforts attempted, if any):

Action/Remedy Requested:

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**EMAIL A COPY OF THIS FORM TO: IMMEDIATE SUPERVISOR, DEO, [elr-help@uiowa.edu](mailto:elr-help@uiowa.edu), and [uihc-elr@uiowa.edu](mailto:uihc-elr@uiowa.edu)**

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Received by: \_\_\_\_\_

Date: \_\_\_\_\_

**GRADUATE ASSISTANT GRIEVANCE FORM (CONT'D)**

Employee/Grievant: \_\_\_\_\_

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**Level 2:** I am filing this grievance at Level 2 to Dean of the College or Vice President of the Division: (Name) \_\_\_\_\_

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**ATTACH: Level 1 Response**

**EMAIL A COPY OF THIS FORM TO: DEAN or VP, [elr-help@uiowa.edu](mailto:elr-help@uiowa.edu), and [uihc-elr@uiowa.edu](mailto:uihc-elr@uiowa.edu)**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

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**Level 3:** I am filing this grievance at Level 3 VP for Human Resources and Dean of the Graduate College: (Name) \_\_\_\_\_

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

**ATTACH: Level 1 and 2 Responses**

**EMAIL A COPY OF THIS FORM TO: VPHR, GRAD COLLEGE DEAN, [elr-help@uiowa.edu](mailto:elr-help@uiowa.edu), and [uihc-elr@uiowa.edu](mailto:uihc-elr@uiowa.edu)**

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

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**Arbitration Procedure:** Grievant may submit a grievance to arbitration, provided written notice of intent to arbitrate is delivered to the office of the Vice President for Human Resources within twenty-one (21) days following receipt of the decision in Level 3 of the grievance procedure.