

## **Suggestion Form**

American International University-Bangladesh (AIUB)

## Dear Student,

The information provided by you would be confidential and restricted to office use only. Your name and identity will not be used as reference without your concern. This is the system we are implementing for your feedback and betterment. Feel free to write down your comments/suggestions. It would help us to improve the service quality of AIUB. For verification you might be called on closed room discussion. It is not compulsory to mention student information. However, your comments/suggestion will be considered as unofficial without student information.

Incident occurred on (Date/ Time/Place, if any)  Date of Submission  For Office Use Only  Category  Major  Moderate  Minor  Action proposed	Student Information (Optional)				
Mobile Email  Comments/ Suggestions  Incident occurred on (Date/ Time/Place, if any)  Date of Submission  For Office Use Only Major Moderate Minor Action proposed	Name				
Mobile Email	ID	Program			
Comments/ Suggestions  Incident occurred on (Date/ Time/Place, if any)  Date of Submission  For Office Use Only  Category  Major  Moderate  Minor  Action proposed  Action Summary	Address				
Incident occurred on (Date/ Time/Place, if any)  Date of Submission  For Office Use Only  Category	Mobile	Email			
Incident occurred on (Date/ Time/Place, if any)  Date of Submission  For Office Use Only  Category	Comments/ Suggestions				
For Office Use Only Category					
For Office Use Only Category					
Category	Incident occurred on (Date/ Time/Place, if any)				
Category	Date of Submission				
Action proposed  Action Summary	For Office Use Only				
Action Summary	Category	<b></b> M	ajor <b></b>	Moderate	■ Minor
	Action proposed				
Date Remark Sign	Action Summary				
	Date	Remark			Sign
CommentsSignature	Comments				

<sup>\*</sup> Include additional papers/ documents if required.