
LONG ISLAND UNIVERSITY - BROOKLYN CAMPUS

SCHOOL OF BUSINESS, PUBLIC ADMINISTRATION AND INFORMATION SCIENCES

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11.0 ANONYMOUS STUDENT EMAILS/LETTERS

The School of Business, Public Administration and Information Sciences believes all students have a right to address issues of concern through established processes as stated in the Bulletins of the University. A formal grievance procedure is stated on Page 29 of the Undergraduate Bulletin and Page 12 of the Graduate Bulletin. In addition, the University has adopted a formal policy and procedure for grievance on sexual harassment.

It is the policy of the School to respond to all student inquiries, suggestions, recommendations, complaints and other correspondence when signed by an individual. It is the policy of the School to not respond to anonymous letters or emails except to inform the sender of the School's policies.

A recommended response to anonymous communication is:

“It is the policy of the School to respond to all student inquiries, suggestions, recommendations and other correspondence when signed by an individual. The administration, faculty and staff of the School will not respond to communications, which are not signed by individuals. Any student who believes his/her rights have been violated, or has a dispute with members of the administration or faculty, is asked to follow the formal grievance procedures of the Brooklyn Campus as outlined in the Undergraduate Bulletin 2000-2002 on page 29 and in the Graduate Bulletin 2000-2002 on page 12.”