****

**Major Scholarships Complaint form**

If you wish to submit a formal complaint, please complete the relevant sections of this form and email it, with any supporting documents attached, to the Scholarship Officer at scholarshipapplications@middletemple.org.uk

Complaints may only be made by applicants for scholarships, awards, and prizes adjudicated or awarded by The Honourable Society of the Middle Temple. Please see the document entitled *‘Major Scholarship Complaints Procedure’* for more details on timelines, remedies and appeals.

The Inn takes all complaints very seriously and will exercise the utmost care when dealing with all stakeholders. When filling out the form, please give us as much detail as possible.

**Please state (1) the date and time of your interview; and (2) your panel.**

**Details of the Complaint**

*Please elaborate on the complaint and what gave you the cause for concern. It would be helpful to provide actual quotes and a timeline of events.*

|  |  |
| --- | --- |
| Print Name |  |
| Signature |  |
| Date |  |

*The Inn may request further information in support of this form. Please see the ‘Major Scholarship Complaints Procedure’ document for processing times.*