

Feedback/Complaint Form

Name	
Date	
Contact Number	
Email	
Your status	<input type="checkbox"/> Student <input type="checkbox"/> Parent/Guardian <input type="checkbox"/> Employee <input type="checkbox"/> Others, please specify:

Please indicate how you would like the school to reply to your feedback/complaint:

<input type="checkbox"/> In Person	<input type="checkbox"/> By Phone	<input type="checkbox"/> By Email	<input type="checkbox"/> No Need to Reply
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Insworld Institute welcomes feedback from any stakeholder, and regards any such comments as an important source of information about the effectiveness of the school’s operating practices.

Insworld will treat all feedback/complaint seriously. Your feedback will be acknowledged and any resultant action will be communicated within 14 working days to the individual(s) who raised the matter.

If you are still not satisfied with the way Insworld is handling your feedback/complaint, you may file a complaint at any time with the Singapore Mediation Centre (SMC) or Singapore Institute of Arbitrators (SI Arb) through the CPE Student Services Centre pursuant to Clause 5.3, or to seek other legal redress against the PEI as the Stakeholder might deem fit.

Please describe clearly the nature of your Feedback/Complaint: