



# CALIFORNIA STATE UNIVERSITY, LONG BEACH

## RESPONSE TO STUDENT CHALLENGE ON CONTENT/ACCURACY BY ORIGINATOR OF DOCUMENT

I have read the challenge made on the content/accuracy on my \_\_\_\_\_  
(type of document)

dated \_\_\_\_\_ by \_\_\_\_\_  
(name of student)

and request the following:

- The entire document be destroyed.
- The document be returned to me.
- The specific portion in question be removed from the student's folder.
- The following be substituted for the challenged portion:

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- The contents of the document remain unchanged.

The request is made because \_\_\_\_\_

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(Use back if additional space is required.)

I understand that if I do not respond within five working days of receipt of this letter, the university may proceed on the basis of available evidence. I further understand that this reply may be made available to the student.

Signed: \_\_\_\_\_ Dated: \_\_\_\_\_

Position or title: \_\_\_\_\_