SANTA ANA UNIFIED SCHOOL DISTRICT

Website Accessibility Complaint Form

To file a complaint or grievance regarding the accessibility of the District’s public website content, please submit the following information.

Name

Street Address

City \_\_\_\_ State ZIP

Phone Number Email Address

Date of Complaint

Description of the problem encountered

Web address (URL) or location of the problem page

Solution desired

**Please email the completed form to: SAUSD Communications Office - Attn: Fermin Leal, Chief Communications Officer - 1601 E. Chestnut Avenue, Santa Ana, CA 92701. If you prefer, you may mail or deliver it to the District’s business office or the school office.**

Thank you for bringing this matter to the District’s attention. The complaint or grievance will be investigated by the website compliance coordinator or another person designated by the Superintendent. You may be contacted if more information is needed to process your complaint. The investigation process is typically completed within 15 working days from the date the complaint is received.