# How to File a Complaint with the American Bar Association (ABA), Middle States Commission on Higher Education (MSCHE), or New York State Education Department (NYSED)

## **ABA Accreditation**

Albany Law School's JD program is accredited by the Council of the Section of Legal Education and Admissions to the Bar of the American Bar Association, 321 North Clark Street, Chicago, IL 60654, 312-988-6738. https://www.americanbar.org/groups/legal\_education/accreditation/

In Compliance with ABA Standard 510: Students who have complaints about the law school's compliance with the ABA standards and program of legal education may submit the complaint in the following manner for resolution.

Concerns or complaints about the School of Law that are outside the scope of any existing University or Law School procedure may be addressed in accordance with the following procedure: The complaint must be in writing and contain the date, the student's name, telephone number and e-mail address, the program in which the student is enrolled, and as much detail as possible about the student's concerns to the Associate Dean for Academic Affairs (or the respective designee). The Associate Dean for Academic Affairs (or the respective designees) will, in a timely manner, investigate the complaint, take appropriate action, and notify the student of the resolution of the matter. If the student is not satisfied with the resolution, the student may, within five (5) business days of date of the notification, appeal the resolution in writing to the Dean and President of the Law School. All complaints and decisions are maintained in the Office of the Associate Dean for Academic Affairs.

### **MSCHE** Accreditation

Albany Law School is a Candidate for Accreditation by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104. (267-284-5000) The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.

Information on how to file a complaint with the Middle States Commission on Higher Education (MSCHE) regarding a candidate for accreditation or an accredited MSCHE institution can be found on its website at: <a href="https://www.msche.org/complaints/">https://www.msche.org/complaints/</a>

## NYSED

Albany Law School's academic programs are registered with the New York State Education Department.

Complaints concerning programs in fields leading to professional licensure should be directed to Office of the Professions, Professional Education Program Review, Education Building, 2 West, Albany, NY 12234, <a href="https://www.nysed.gov/college-university-evaluation/complaints">https://www.nysed.gov/college-university-evaluation/complaints</a>.

#### Albany Law School SARA Grievance Procedure

Albany Law School participates in the State Authorization Reciprocity Agreement (SARA) to deliver online and distance education. Participation in SARA represents an agreement to maintain comparable standards for online education among member states, districts, and territories. As such, participating in SARA provides Albany Law School with authorization to provide postsecondary distance education to students in other states and territories covered by the agreement.

Albany Law School strives to provide a high-quality educational experience across all of our programs. Should a concern arise, online students should follow the <u>Complaint Procedure</u>.

If a resolution is not met by following the school's established <u>Complaint Procedure</u>, online students who reside outside of New York state may file a complaint with the New York State Education Department as outlined <u>here</u> or via the <u>SARA complaint process</u>. Please note that complaints regarding grade appeals or student conduct do not fall under the purview of SARA.