

**FILING A COMPLAINT AGAINST A
TENNESSEE STATE UNIVERSITY POLICE DEPARTMENT
EMPLOYEE**

Who can make the complaint?

The Tennessee State University Police Department's policy is to investigate all complaints against the department or its employees. Complaints will be accepted from an individual whether in person, by mail, or by telephone, this ensures the integrity of the department and protects the rights and the interests of both community and departmental employees.

The Complaint Process:

- By going to Police Headquarters (Queen Washington Hall) and asking to speak with a supervisor.
- By contacting the TSUPD Office of Professional Accountability at (615) 963-1465.
- By writing a letter to the Office of Professional Accountability,
TSU Police Department
Queen Washington Hall
3500 John A Merritt Boulevard
Nashville, Tennessee 37209
- By completing a TSUPD Community Complaint Form. The form is available at TSUPD Headquarters, on-line at TSUPD website, or by mail if requested.

Please include as much of the following information as you can remember when filing a complaint:

- Date, time, and location of the incident.
- Name(s) and badge number(s) of the member(s) involved.
- Names and addresses, and telephone numbers of any witnesses.
- Circumstances of the incident.

Police Department



3500 John A Merritt Boulevard

Nashville, Tennessee 37209

(615) 963 – 5171

Control # _____

TSUPD Community’s Complaint Form

The Tennessee State University Police Department requires that complaints be written, when possible. We provide this form with the understanding that you authorize this department to conduct an investigation to determine if a violation of law or departmental rules and regulations occurred. COMPLETE AND DETAILED information will speed action on your complaint.

PLEASE PRINT OR TYPE

Name of Complainant _____ Street Address _____
_____/_____/____ (____) _____

City, State, Zip Code _____ Date of Birth _____ Phone Number _____

Date and time incident occurred? ____/____/____ :____ A.M. P.M.

Who is the employee that your complaint is against? _____

Employee’s Name

Have you talked with the employee’s supervisor? YES NO

Have you talked with an attorney in this matter? YES NO

If so, name and phone number of the attorney? _____

Complainant Witnesses:

NAME	ADDRESS	PHONE

Please fill out a statement on the back or second page of this form, describe the nature of your complaint.

