



**POINT LOMA**  
NAZARENE UNIVERSITY

January 20, 2016

To Whom It May Concern:

In compliance with federal standards, the university has had a complaint policy in place since 2013. During that time, one student has used that process to make a complaint about the university. That complaint is currently under review by the US Department of Education which promised a decision by August 2017.

Sincerely,

A handwritten signature in black ink, appearing to read "Mark Pitts", written in a cursive style.

Mark Pitts

Vice Provost for Academic Administration

Designated Complaint Process Officer