

**DEPARTMENT OF COMMERCE AND CONSUMER AFFAIRS
HAWAII POST-SECONDARY EDUCATION AUTHORIZATION PROGRAM (HPEAP)**

COMPLAINT FORM TO REPORT UNAUTHORIZED SCHOOL

This form should only be used to file a complaint against an accredited post-secondary degree-granting educational institution which is physically operating in Hawaii without authorization by the Hawaii Post-Secondary Education Authorization Program (HPEAP). Please check the list of authorized institutions on the HPEAP website at <http://cca.hawaii.gov/hpeap/authorized-schools/> to confirm that this institution is not authorized.

If you answer “yes” to all of the following questions, then file your complaint with HPEAP:

1. Is the school physically present in Hawaii? and
2. Is the school accredited by an accrediting agency recognized by the U.S. Department of Education? and
3. Is the school issuing or promising to issue degrees?

Submit your complaint to:

**Hawaii Post-Secondary Education Authorization Program
Department of Commerce and Consumer Affairs
P.O. Box 541
Honolulu, HI 96809**

NOTE: For information on filing complaints against unaccredited degree-granting post-secondary educational institutions, go to <http://cca.hawaii.gov/ocp/consumer-complaint/>.

Name of Complainant: _____

Phone Number: _____ Email Address: _____

Mailing Address: _____

Residence Address: _____

Name of Institution: _____

Phone Number: _____ Email Address: _____

Institution's Address: _____

Institution's Website: _____

If you have copies of any brochures, flyers, advertisements, catalogs, enrollment forms, or any other documentation, please attach to your complaint.

Date

Complainant's Signature