



## TITLE IX COMPLAINT FORM

### COMPLAINANT INFORMATION

T-Number: \_\_\_\_\_

Complainant's Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Complainant's Status: (Please Check the Status)

- Student
- Former Student
- Staff
- Faculty
- Former Employee
- Visitor
- Applicant
- University Department
- University Organization
- No University Affiliation

Name College/Department (For Faculty/Staff Only)

\_\_\_\_\_  
\_\_\_\_\_

### RESPONDENT INFORMATION

Respondent's Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Respondent's Status: (Please Check the Status)

- Student
- Staff
- Faculty
- University Department
- University Organization





**COMPLAINT INFORMATION cont.**

When did the Act/Behavior occur?

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Is the Act/Behavior currently occurring?

Yes      No

How many times did the Act/Behavior occur?

Once      Twice or more

Where did the Act/Behavior occur? (Location address, building name, room number)

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Who witnessed the Act/Behavior occur? (Provide name and contact information)

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Who did you tell about the Act/Behavior? (Provide the name and contact information)

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What resolution do you seek?

Formal Investigation      Informal Resolution

Are you in need of support measures?

- No Contact Directive
- Counseling
- Academic Support Measures
- Employment Support Measures
- Undecided

Supporting Documentation –

Please attach or email any supporting documents/evidence (Pictures, Video, Email, Text Messages, Social Media Posts, and etc.)

**Please Note: A copy of this complaint may be provided to the accused party. However, your university ID and contact information will be redacted.**

**In accordance with federal regulations, the University will keep confidential the identity of any individual who has made a formal complaint under university policy, except as may be permitted by the Family Educational Rights and Privacy Act**



**(FERPA) or as required by law to carry out the purposes of any investigation or hearing under university policy.**

**The University retains the right to charge an individual for making a materially false statement in bad faith during an investigation, proceeding, or hearing under this policy. However, the university will not conclude that any individual has made a materially false statement in bad faith solely based on the outcome of a determination hearing.**

**I have read and understood this document. I affirm my responses in this complaint are accurate to the best of my knowledge and this complaint has been made in good faith.**

Complaint's Signature

Date

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