

Reporting Party's Notice of Rights and Responsibilities

The purpose of this form is to ensure that Reporting Parties, as defined under the St. Mary's College of Maryland Policy Against Sexual Misconduct (the Policy), are aware of their rights and responsibilities. Please review the statements listed below and be sure that you understand each of them.

Having raised or reported that I was subjected to sexual misconduct, I have been advised of the following:

- I should seek medical attention for sexual violence, both to promote my well-being and to preserve evidence.
- The College will provide transportation to the hospital, if requested.
- I may notify law enforcement of my complaint and the College will assist me in contacting the Sheriff's Office.
- My contacting the Sheriff's Office and/or participating in a law enforcement investigation and/or legal action, may slightly delay the College's investigation of my complaint, however it does not stop the College from pursuing its investigation.
- The College's Policy and grievance procedures apply to my complaint and I have options for investigation and resolution of my complaint.
- The College may be required to investigate the incident of alleged sexual misconduct that I have disclosed.
- The College will make every effort to protect my privacy and will only disclose information on a "need-to-know" basis.
- I may request that my name or other identifiable information not be shared or that no formal action be taken. The Title IX Coordinator will evaluate these requests for confidentiality and if my request is granted, the College's ability to investigate may be limited.
- If I request confidentiality or that no formal action be taken, I can change my mind at any time and contact the Title IX Coordinator to initiate an investigation.
- I may request interim measures, remedies, and accommodations (such as no-contact orders; access to counseling services; academic accommodations and support services; change in housing, class assignments or office location; change in work schedule, job assignments or supervisor(s); assistance with visas or immigration documents; student financial aid services; and/or Public Safety escort services).
- There are services available to me on campus and in the community for counseling, advocacy, health, mental health, and legal assistance.
- I may be assisted by an advisor of my choice or by an attorney, at my own expense.
- If I have any questions during this process, I can contact Michael Dunn, the Title IX Coordinator.

I understand the following:

- When evaluating a Reporting Party's request for confidentiality, the Title IX Coordinator will make every effort to respect this request and will evaluate this request in the context of the College's responsibility to provide a safe and non-discriminatory environment for all students.
- Complaints against students will be reviewed in accordance with the Policy and the Procedures to Resolve Complaints of Sexual Misconduct against a Student.
- Complaints against a College employee, volunteer or contractor will be reviewed in accordance with the Policy and the procedures for Resolving Complaints Against a College Employee, Volunteer or Contractor.
- The Responding Party may be assisted by an advisor of the Responding Party's choice or by an attorney, at the Responding Party's own expense.
- Anyone who retaliates against the Reporting Party, Responding Party, or anyone who participates in a sexual misconduct investigation will be subject to disciplinary action. I should report any incidents of retaliation to the Title IX Coordinator.
- Sexual misconduct may violate the College Policy, even if it is not found to violate the law. Anyone who commits sexual misconduct in violation of federal, state, or local laws may also be subject to criminal charges. The College investigation and resolution process is independent of any criminal investigation or proceeding.
- The College will conduct any formal investigation and attempt to resolve your complaint within sixty (60) days of receipt of your complaint. Depending on the circumstances of your complaint, however, additional time may be needed.
- In the event of an investigation, the Reporting Party and Responding Party will have the same procedural opportunities to present witnesses and evidence, to be informed of the outcome of the disciplinary proceedings, and to appeal the outcome.

I have received a copy of the College's Policy Against Sexual Misconduct and the relevant procedures and had an opportunity to ask questions and have them answered.

Print Name

Signature

Date

Please initial if you would like to request any of the following:

_____ Assistance in receiving medical attention

_____ Assistance in reporting the alleged sexual misconduct to law enforcement

_____ Interim measures

_____ That your name not be disclosed

_____ That no action be taken to investigate your complaint