Procedures to Resolve Complaints of Sexual Misconduct against a Student:
Formal Report Form

If you wish to initiate a formal resolution process against a student (i.e., a formal investigation and adjudication), please submit a typed statement using this Formal Report Form. Please speak to Title IX Coordinator Michael Dunn if you need a hard copy of this document or assistance with printing.

If you decline to submit a written Formal Report, the Title IX Coordinator may draft the Formal Report based on your oral description of the allegations and submit it to you to review for accuracy.

Please sign the Formal Report form. If you decline to sign the Formal Report or choose not to cooperate with the investigation, the Title IX Coordinator may go forward with the Procedures to Resolve Complaints of Sexual Misconduct against a Student as required, without your participation.

If you have not done so, please schedule an in-person meeting with the Title IX Coordinator as promptly as possible to permit the College to investigate the allegations and appropriately remedy any violation(s). You may supplement the Formal Report with additional information during the Investigation.

1. Please provide the names and contact information of the people involved in the allegations, including any witnesses:

2. Date(s) and location(s) of the allegations:

3. Description of the allegations, including any relevant statements made:

4. Do you have any documentation or communications to support the allegations? If so, please attach them here.
5. What outcome/remedy would you like to see implemented here?

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<th>Print Name</th>
<th>Signature</th>
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