

## Formal Complaint Form

**Complainant Name:** \_\_\_\_\_

**Status:** \_\_\_\_\_

(student, employee, third party)

**Respondent Name:** \_\_\_\_\_

(if known)

**Status:** \_\_\_\_\_

(student, employee, third party)

**Provide a General Summary:**

**Allegations:** (additional allegations can be submitted on a separate piece of paper)

<b>Date(s)</b>	<b>Location</b> (If known, be as specific as possible: on-campus building name or address, state/country)	<b>Conduct</b> (See Definitions of the <a href="#">Title IX Procedures</a> : Section 6.0, pp. 15-20)

**Witnesses:** (list all possible witnesses, as a starting point)

**Note: The Mines Title IX Office will make an initial determination regarding jurisdiction, including whether the alleged conduct is prohibited under the Policy Prohibiting Sexual Harassment, Sexual Assault, and Interpersonal Violence. If jurisdiction does not exist, the alleged conduct cannot be resolved under this Policy, but may be prohibited under other institutional policies.**

I, \_\_\_\_\_ (print), am requesting Mines investigate the allegation(s) set forth above. I agree I:

\_\_\_\_\_ have received a copy of the Mines Policy Prohibiting Sexual Harassment, Sexual Assault, and Interpersonal Violence and a copy of the Procedure to Resolve Complaints of Sexual Harassment, Sexual Assault, and Interpersonal Violence.

\_\_\_ have received a copy of Mines Rights and Options document.

\_\_\_ understand the Formal Grievance Process involves an investigation conducted by a fair and unbiased investigator retained by Mines, as well as a live hearing in which I have to answer questions (cross examination) by an advisor of the Respondent's choosing, which can be, but does not have to be, an attorney.

\_\_\_ understand it is my right to participate or decline to participate in the hearing. However, if I do not participate fully in cross examination, no evidence (real, representative, or testimonial) I provided, including evidence gathered during the investigation, can be used to make a determination of responsibility.

\_\_\_ understand there is an Alternate Resolution option available and that if I am interested in exploring that option, I need to indicate my interest to the Title IX Coordinator. The Respondent must also agree to voluntarily participate for Mines to move forward with that option. Additionally, if either Party determines the Alternate Resolution process does not meet their needs before the conclusion of the process, the process will revert back to the Formal Grievance Process.

\_\_\_ understand I may request Supportive Measures whether or not I decide to file this Formal Complaint, or participate in an Alternate Resolution Process or Formal Grievance Process.

Complainant's Signature <small>(electronic signature is acceptable)</small>	Date	Title IX Coordinator Signature	Date
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**Return this form to the Title IX Office, via mail/in-person (1706 Illinois Street Golden, CO 80401) or via email ([titleix@mines.edu](mailto:titleix@mines.edu)).**

For Title IX Office use only:

**Jurisdiction:**

- Did the conduct occur in the United States? **Yes**                  **No**
  - If **yes**, did the conduct occur in:
    - Any "education program or activity" including locations, events, or circumstances over which Mines **exercised substantial control** over both the respondent and the context in which the sexual harassment occurred OR
    - Any building owned or controlled by a student organization that is officially recognized.
- If **yes**, describe: \_\_\_\_\_.
- Is the Complainant participating in, or attempting to participate in Mines' education program or activities (including employment)? **Yes**                  **No**

**Sexual Harassment, Sexual Assault, and Interpersonal Violence:** (select applicable category)

- A school **employee** conditioning an employment or educational aid, benefit or service upon a person's participation in unwelcome sexual conduct;
- Unwelcome conduct determined by a reasonable person to be **so severe, pervasive, and objectively offensive** that it effectively **denies** a person equal access to the school's education program or activity (including employment); or
- Sexual assault, dating violence, domestic violence, or stalking (as those offenses are defined in Mines' Procedure to Resolve Complaints of Sexual Harassment, Sexual Assault, and Interpersonal Violence).
- Other conduct. Other conduct cannot be resolved under Mines' Policy Prohibiting Sexual Harassment, Sexual Assault, and Interpersonal Violence, but may be prohibited under other institutional policies.