

Title IX Discrimination Complaint Form

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) is an all-encompassing federal law that prohibits discrimination based on the gender of students and employees of educational institutions which receive federal financial assistance. **When the form has been completed and signed by you, and then signed by the Title IX Coordinator or a Deputy, your complaint has been properly received and noted by the University.** We will provide you with a copy of this form as well as complete information about the Title IX complaint process.

The Title IX Coordinator and/or designee investigate complaints by faculty, staff, and students who believe themselves to be harmed by sexual harassment or discrimination and harassment related to gender.	I am filing this complaint as a: check one: (v)		
	<input type="checkbox"/> Faculty	<input type="checkbox"/> Staff	<input type="checkbox"/> Student
	Name		
	Department (if applicable)		School (if applicable)
	Work Phone		Home Phone
	Work Address		
	Home Address		
	Employee ID		Student ID
Have you brought this matter to the attention of any other department(s) at the University? If so, please list the name(s) and department(s) of all other persons with whom you have discussed this matter.			
Type of Complaint			
Check all that apply (v)			
<input type="checkbox"/> Bullying			
<input type="checkbox"/> Cyber bullying			
<input type="checkbox"/> Gender Discrimination			
<input type="checkbox"/> Gender Inequity			
<input type="checkbox"/> Sexual Harassment			
<input type="checkbox"/> Sexual Assault			
<input type="checkbox"/> Sexual Misconduct			
<input type="checkbox"/> Stalking			
<input type="checkbox"/> Rape			
<input type="checkbox"/> Retaliation			
<input type="checkbox"/> Relationship Violence			

Complaint: Describe your complaint. Please summarize below and attach additional pages describing your complaint if necessary.

Name of person or persons you believe committed the offense against you and how you have contact with them, e.g. supervisor, co-worker, faculty, customer.

Describe the corrective action you are seeking. Attach additional pages if necessary.

For retaliation complaints, please explain why you believe someone retaliated against you:

Witnesses (The relationship information requested means co-worker, supervisor, customer, faculty, etc.)

1.	Relationship	Telephone
2.	Relationship	Telephone
3.	Relationship	Telephone

I certify the aforementioned is true and correct.



Your signature

Date

For the Title IX Coordinator and/or Designee

Complaint taken by

Signature

Print Name

Date

WHO ENFORCES TITLE IX?

The United States Department of Education's Office for Civil Rights (OCR) is in charge of enforcing Title IX. Information regarding OCR can be found at www.ed.gov/about/offices/list/ocr/index.html.

COMPLAINTS UNDER TITLE IX Keweenaw Bay Ojibwa Community College**Students:**

If you are a student who believes you have been subjected to (1) sexual harassment by University faculty or staff; or (2) any other form of gender discrimination under Title IX, you may report such misconduct or file a formal complaint with the Title IX Coordinator in the Office of Human Resources and Affirmative Action. Complaints must be submitted in writing not more than 300 days after the incident(s) in question. For good cause and at the University's discretion, the writing requirement or the 300 day time limitation may be waived.

If you are a student who believes you have been or are the victim of sexual harassment, including sexual assault, sexual violence or other sexual misconduct, by another University student, you may report such conduct or file a complaint under Title IX with the Deputy Title IX Coordinator for Student Sexual Misconduct.

Employees:

If you are an employee who believes you have been subjected to discrimination under Title IX, including sexual harassment, or who wishes to file a complaint under Title IX, you can do so with the Title IX Coordinator in the Office of Human Resources and Affirmative Action. Complaints must be submitted in writing not more than 300 days after the incident(s) in question. For good cause and at the University's discretion, the writing requirement or the 300 day time limitation may be waived.

Federal and state laws prohibit the taking of retaliatory measures against any individual who files a complaint in good faith.

CONTACT INFORMATION

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