



## Discrimination/Harassment Reporting Form

**Instructions:** This form is to be completed by the complainant and submitted to the appropriate office listed below for action. Please type or print legibly.

<i>For complaints of discrimination or harassment in which a <u>student</u> is the alleged violator, submit this form to the <b>Vice President for Student Engagement and Advising.</b></i>	<i>For complaints of discrimination or harassment in which a <u>staff or faculty member</u> is the alleged violator, submit this form to the <b>Director of Human Resources.</b></i>
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### **Complainant Information**

Your Name: \_\_\_\_\_

Your Status: \_\_\_ *Student* \_\_\_ *Faculty* \_\_\_ *Staff*

Where did the alleged situation or incident occur?

\_\_\_ On campus \_\_\_ Off Campus \_\_\_ At a University-sponsored event      Date \_\_\_\_\_

General description of the alleged situation or incident (attach additional sheets if necessary)

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How can you be contacted for further information?

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

### **Individual(s) about whom you are complaining**

Name(s): \_\_\_\_\_  
\_\_\_\_\_

His/her/their status: \_\_\_ *Student* \_\_\_ *Faculty* \_\_\_ *Staff*

If faculty or staff, department in which the individual works (if known):

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\_\_\_\_\_  
Complainant Signature

\_\_\_\_\_  
Date complaint filed