

Carteret Community College

Title IX Complaint Form

For incidents of discrimination and/or harassment, including relationship violence, domestic violence, stalking, gender discrimination and sexual misconduct

Statement

Title IX is a federal civil rights law that requires schools that have “actual knowledge” of an incident related to sexual discrimination (including sexual harassment and assault) to act to eliminate the sexual harassment, prevent its recurrence, and address its effects.

Carteret CC endeavors to create and sustain a positive, responsive, and safe learning environment and a workplace free from sex discrimination. To do so, the college has established a policy that defines “unlawful harassment,” prohibiting behaviors that constitute unwelcome or unsolicited speech or conduct based upon race, sex, creed, religion, national origin, age, color, or handicapping condition as defined by G.S. 168A-3 that creates a hostile work or learning environment or circumstances involving quid pro quo.

The College’s Sex Discrimination and Harassment Policy include procedures for dealing with gender discrimination, sexual harassment, stalking, dating violence, sexual violence, and domestic violence. You can access a copy of the policy and procedures on the College’s website.

Instructions

The form should be used to report violations regarding Title IX (sexual harassment, sexual violence, dating violence, stalking, and sexual/gender discrimination). Forms may be submitted via email or in person.

Filing a Title IX complaint does not preclude filing the same with an external agency or law enforcement nor does it extend any time limits one has for such filings.

If you have a disability and need assistance completing this form, please contact Carteret CC Disability Services at (252) 222-6237 or disabilityservices@carteret.edu.

To submit your form or for questions contact:

Title IX Coordinator: Allison Daniel, daniela@carteret.edu, (252) 222-6237, McGee 135

Today’s Date: _

Name: Email

Student ID #: _

Address: Mailing

Address: City: _

Preferred Phone Number (s): _

State:

Zip: _

Incident Details

Incident Dates: _

Location(s) of Incident(s): _

Specify Location(s): _

On Campus

_

Off Campus

Type of Complaint:

- Discrimination
- Harassment (includes sexual violence)
- Retaliation
- Unsure

Basis of Complaint:

- Relationship or Domestic Violence
- Sexual Harassment
- Sexual Violence or Sexual Assault
- Gender Discrimination
- Stalking
- Other (please describe) _

Was the incident reported to law enforcement? _ Yes No

If yes, which agencies? _

(Note: In North Carolina, Victims 18 and older may choose whether or not to report to law enforcement. Carteret Community College strongly encourages any victim of sexual assault and acts of violence to report to law enforcement; however, it is not required to file a complaint or for a complaint to be investigated. The college must report incidents involving students under age 18 to law enforcement.)

What is your relationship to the accused/assailant(s)?

- Current Partner
- Friend
- Former Partner
- Acquaintance
- Stranger
- Professional (e.g. instructor or supervisor)
- Other

Report is being filed against: Identifying

Information (if name is not known): _

Description of events/behaviors/issues that are alleged to be discriminatory or harassing (additional pages or copies of documents/pictures, etc. may be attached if relevant):

Did anyone witness the alleged behavior/incident? _ Yes _ No

If yes, please provide names and contact information for anyone who may provide relevant information regarding the alleged behavior: _

Are there any specific concerns that you have about this complaint which the college needs to be aware of?

Statement of Non-Retaliation

The College will not tolerate reprisal or retaliation of any kind against an individual who in good faith complains of discrimination or sexual harassment under law or College policies, or who participates in any procedure to investigate and address a complaint regarding discrimination or sexual harassment. Retaliation is adverse treatment that occurs because of opposition to unlawful harassment. Retaliation by any employee of the College against a student or an employee for responsibly using the policy and its procedures is grounds for appropriate disciplinary action.

Statement of Understanding

I understand that I am filing this complaint with Carteret Community College only. I also understand that by filing this complaint I am not prevented or prohibited from filing the same complaint with an outside external agency or law enforcement agency. I understand that this complaint may warrant an internal investigation in accordance with the standards and procedure set in the Carteret Community College Handbook. Any investigation of this complaint is internal and separate from any outside agency, civil and/or criminal investigation.

Name of Complainant**

Signature of Complainant**

Date

*****If the person completing this form is not the complainant, please agree to the following statement:***

I attest that the above information is true to the best of my knowledge.

Your Name _

Date _

Your Signature _