



**Student Support Services
Notice of Investigation
Student on Student Sexual Misconduct - Title IX**

School Name: _____ Date: _____

To the Parent/Guardian of _____:

This letter is to inform you that a formal complaint has been filed and a Title IX investigation will be initiated. This investigation may include interviews with you, witnesses and other parties. Details of the allegation are summarized below.

Complainant: _____

Respondent: _____

Alleged Incident Date: _____ Time: _____ Location: _____

Summary of Allegations:

Throughout this investigation there are certain rights afforded to you:

- Supportive measures may be put in place at any time during this investigation.
- You may have an advisor present for interviews or meetings related to this incident.
- You may submit witness names and questions to be asked as part of the investigation.
- Both parties are presumed not responsible until the investigation is complete.
- You have a right to information collected related to the investigation.
- At the conclusion of the investigation you will be provided 10 days to review a draft of the investigation report and another 10 days to review the final report prior to a decision being made.
- You have a right to appeal the final decision and disciplinary measures.
- You shall NOT be subjected to retaliation or harassment of any kind related to this investigation. If this occurs, please notify the Title IX coordinator immediately.
- The Code of Student Conduct prohibits knowingly making false statements or knowingly submitting false information

Please contact the Title IX coordinator, _____ for further information regarding this investigation. Phone: _____

Name *Title* *Date*