Montreat College

Complaint Form -- Discrimination, Harassment, and Retaliation

From the Montreat College Student Handbook:
Sexual harassment is unwelcome verbal or physical conduct of a sexual nature that is sufficiently severe, persistent or pervasive that it unreasonably interferes with, denies or limits someone's ability to participate in or benefit from the college's educational program and/or activities, and is based on: a) power differentials (quid pro quo), b) the creation of a hostile environment, or c) retaliation.

Discrimination based upon race, color, sex, religion, age, national origin, ancestry, marital status, disability, veteran status, sexual orientation, or any other basis of discrimination precluded by federal and state statutes, is strictly prohibited.

Montreat College does not tolerate sexual harassment as defined by federal and state law.

Retaliation against anyone reporting discrimination/sexual harassment or any witness to such behaviors is also strictly prohibited and may constitute a separate claim against those who have engaged in such retaliatory behaviors.

Section One: Information About Yourself.

Full Name:

Current Date:

Current Mailing Address:

Current Email Address (if available):

Current Telephone Number (if available):

Section Two: Please describe each discriminatory/harassing/retiliator action separately using as much space as needed. For each action, you need to provide the following information:

- Date (s) the discriminatory/harassing/retiliator action occurred;
- Describe the action(s)/event(s);
- Name (s) of the individual(s) who carried out this action against you & their relationship to you;
- What impact has the action(s) had on you?
- Do you feel that you need any interim measures to be taken to ensure your safety and/or wellbeing, and/or to reduce your contact with the respondent while this complaint is being investigated (ex. course change, no contact order, change of residence, no-trespass order for respondent)?

Section Three: Do you have any documents (including emails or text messages) or other evidence that will help us understand your complaint? If possible, please attach copies of this evidence. If you do not have this evidence at this time, we will contact you with directions.
about how to submit this information to the trained college staff member assigned to investigate your complaint.

Section Four: Did anyone else witness any of the incidents/actions? Please provide their contact information, if you have it.

Section Five: What remedy are you seeking?

To Submit an Official Complaint/Report of Gender-based Discrimination, Harassment, or Retaliation:

Reporting Officials include Campus Police (9-713-2520), Dean of Students/VP for Student Affairs (x3632), and the Title IX Coordinator (x3623). These resources are also trained to assist students after sexual violation situations. Reporting to these individuals constitutes an official report to the college, in which case these officials are required to follow up on the report in a formal fashion (including investigation & possibly disciplinary procedures, and implementing safety measures such as no-contact orders).