

Report is made online OR in-person

Title IX Coordinator\*  
Reaches out to Complainant to explain process, offer supportive measures, and explain Formal Complaint options

Complainant declines to file a Formal Complaint

Title IX Coordinator determines whether to file Formal Complaint

If not, case closed. Supportive measures are continued.

Informal Resolutions may be pursued after this point, with written consent of all parties, upon approval by the Title IX Coordinator

Formal Complaint is signed by Complainant or Title IX Coordinator

Investigators assigned and Notice of Investigation and Allegations (NOIA) sent to all parties

Parties and witnesses are interviewed. Evidence is gathered.

Investigators begin working on Investigative Report

Follow-Up Interviews Occur

Draft Investigative Report shared with all parties, along with all directly related evidence, for a minimum of 10 days

If a condition that prompts mandatory or permissive dismissal occurs, the Formal Complaint may be dismissed

Investigative Report + any comments or responses from parties is sent to decision makers.

Live Hearing is scheduled.

Investigative Report is sent to all parties.

Title IX Coordinator reviews Investigative Report to ensure completeness.

Investigator finalizes Investigative Report, including incorporating any necessary changes or additions based on the feedback from the parties

If an appeal occurs, Appeals Officer determines whether the Complaint should be reinstated.

Any pre-hearing relevancy determinations are made.

Live Hearing occurs.

Decision makers deliberate and issue a written determination of findings and sanctions (or recommended sanctions).

Parties accept Finding.

One or both parties appeal.

If appeal granted, the case is sent back for re-hearing or re-investigation.

If sufficient, Appeals Officer reviews hearing materials or other relevant information.

Appeals officer reviews appeal grounds for sufficiency.

Appeal denied. Findings and any sanctions are final.

If not sufficient, appeal denied. Findings and any sanctions are final.

If an appeal occurs, Appeals Officer determines whether the Complaint should be reinstated.

If no one appeals, Case Closed.

After receipt of a report, the Title IX Coordinator may refer case for threat assessment. If threat exists, an emergency removal may occur. After emergency removal, a show cause hearing takes place.

Supportive Measures are available to all parties throughout the duration of this process.

