Southeast Arkansas College
Title IX Sexual Harassment Incident Report

This form is for the purpose of reporting a student, faculty, staff or College guest Complaint of Sexual Discrimination, Harassment or Misconduct on campus or at a College sponsored activity.

If this is an emergency, please contact the Southeast Arkansas College Security Office at (870-557-4211). If this is a medical emergency please dial 9-1-1.

A formal complaint should be submitted when a Title IX violation has occurred. The Title IX Compliance Officers (Vice President for Academic or Student Affairs) or Designee will follow College procedures to process the incident.

* indicates a required field

* I am a:
[ ] Student  [ ] Faculty  [ ] Staff  [ ] Guest  [ ] I wish to remain anonymous

Name__________________________________________________________

E-mail________________________________________________________

Phone _______________________________________________________

* What is your relationship to Southeast Arkansas College?
The College may not be able to follow up if report is submitted anonymously or without completed information.

_________________________________________________________________

_________________________________________________________________

* Who was involved?

Names__________________________________________________________

_________________________________________________________________

Address_______________________________________________________

E-mail Address_________________________________________________

Phone _________________________________________________________

Some way to contact students, faculty or staff involved in the incident.

* Other Witness(es) and other contact information if known, such as police officers, Public Safety officers, College employees, etc.

_________________________________________________________________

* Incident Information
<table>
<thead>
<tr>
<th>Time</th>
<th>Date</th>
<th>Location of Incident</th>
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* Description of what happened

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* What action would you like the College take or is this just for information purposes only? Use back if necessary

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