

Appendix A: ADMIN 125 Responding to Sexual Assault and Sexualized Violence Form
(Forward Completed Form to Vice-President, People & Culture)

For complaints that are between students, please complete the Student Code of Conduct Complaint Form found here: [Student Code of Conduct : Loyalist College](#).

<i>Date of Report (m/d/y)</i>	<i>Date of Incident/s (m/d/y)</i>
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Complainant Information

<i>Name:</i>	<i>Email:</i>
<i>Staff</i> <input type="checkbox"/> <i>Student</i> <input type="checkbox"/> <i>Other</i> <input type="checkbox"/>	

Respondent Information

<i>Name:</i>	<i>Email:</i>
<i>Staff</i> <input type="checkbox"/> <i>Student</i> <input type="checkbox"/> <i>Other</i> <input type="checkbox"/>	

Witnesses

<i>Name:</i>	<i>Contact Information:</i>
<i>Name:</i>	<i>Contact Information:</i>

Incident

<i>Type of Incident:</i>
<input type="checkbox"/> <i>Verbal</i> <input type="checkbox"/> <i>Physical</i> <input type="checkbox"/> <i>Written</i> <input type="checkbox"/> <i>Cyber/Electronic</i> <input type="checkbox"/> <i>Other</i>

Details of incident (Please provide specific details as well as details regarding any self-managed or alternative resolution strategies that have been attempted):

Complainant's Signature

Received By

Date

Date