

Incident Report (IR) Submitted by a Third Party

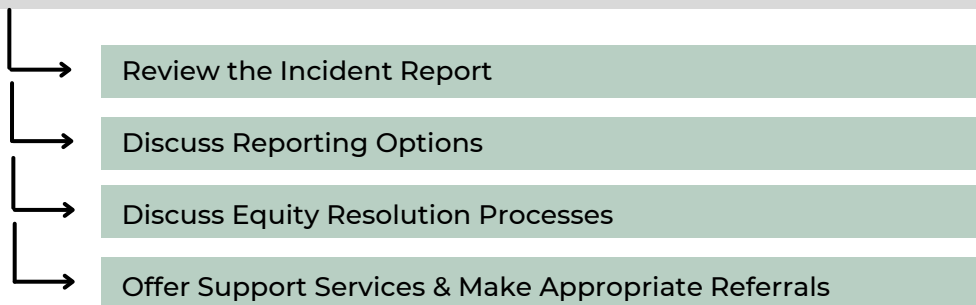
The Office for Equity, Access, & Opportunity (EAO) receives an Incident Report of the allegation from a Third Party. Upon receipt of a complaint or notice to the Title IX Coordinator of an alleged violation of the Equal Opportunity, Harassment, & Nondiscrimination Policy, Tiffin University initiates a prompt initial assessment to determine the next steps the University needs to take.

Appointment Invitation Letter to the Complainant

The Office for EAO sends an appointment letter to the Complainant inviting them to schedule a meeting with the Title IX Coordinator to discuss support services and reporting options.

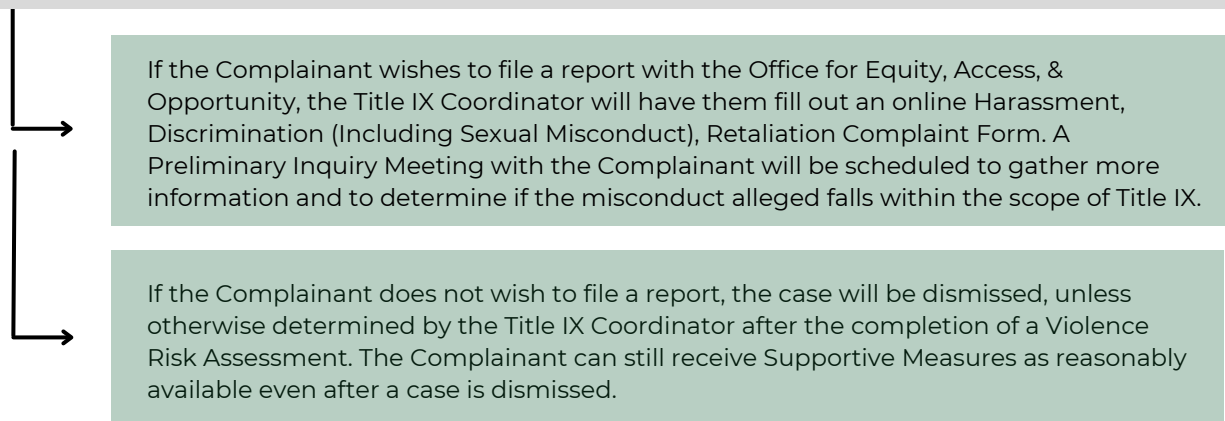
Supportive Measures Meeting (*optional*)

The Supportive Measures Meeting is an optional meeting that the Complainant may choose to schedule with the Title IX Coordinator. This meeting is an opportunity for the Complainant to clarify the details of what was reported in the Incident Report, to learn about supportive measures available to them, their right to file a report, and the resolution options. If the Complainant does not wish to schedule a meeting with the Title IX Coordinator, the case will be dismissed, unless otherwise determined by the Title IX Coordinator after the completion of a Violence Risk Assessment.



Complainant Determines Next Steps

The Complainant has the decision of whether or not they wish to submit an incident report and begin the preliminary assessment process.



If the Complainant does not wish to move forward, the Title IX Coordinator determines whether to initiate a Formal Complaint after the completion of a Violence Risk Assessment that indicates a compelling threat to health and/or safety. A Complainant who decides to withdraw a complaint may later request to reinstate or refile it.