



Title IX Discrimination Informal Complaint Form

TMSL Title IX Liaison

(713) 313-1027

Office Location

TMSL 236-B

Email:

mjohnson@tmslaw.tsu.edu

To file an informal complaint with the TMSL Title IX Liaison, please complete and submit it to the Title IX Liaison. You may also call or email to make arrangements to meet with the liaison at another location. If you are unable for any reason to complete this form, please call or email to leave a message.

If you want to file a formal complaint with the University, or if you have any questions regarding Title IX, please contact the Department of Human Resources – Employee Relations and Compliance Unit (Hannah Hall room 126). The University cannot commit to keeping either a formal or informal Title IX discrimination complaint confidential because of the University's obligation to investigate the complaint, the University will use its best efforts not to disseminate information concerning the complaint beyond those who have a need to know.

TSU's Non-Discrimination Statement

It is the policy of Texas Southern University to provide a working environment that provides equal opportunity to all members of the University community. In accordance with federal and state law, the University prohibits unlawful discrimination, including harassment, on the basis of race, color, religion, national origin, gender, including sexual harassment, age, disability, citizenship, and veteran status in its programs, activities, admissions or employment policies. Pursuant to University policy, this policy also prohibits discrimination on the basis of sexual orientation, gender identity, and gender expression.

This policy of equal opportunity is strictly observed in all University employment-related activities including but not limited to advertising, recruiting, interviewing, testing, employment training, compensation, promotion and termination.

The University will conduct its programs, services and activities consistent with applicable federal, state and local laws, regulations and orders and in conformance with the University policies and Procedures.

TMSL's Non-Discrimination Statement

It is the policy of Thurgood Marshall School of Law (TMSL), Texas Southern University, to provide a working and academic environment that provides equal opportunity to all members of the Law School community. In accordance with federal and state law, TMSL prohibits all unlawful discrimination, including harassment, on the basis of race, color, religion, national origin, gender, gender identity, gender expression, sexual orientation, including sexual harassment, age, disability, citizenship, and veteran status, in the administration of its academic programs, employment policies, or other law school administered rights, privileges, programs or activities.

Title IX Discrimination Informal Complaint Form

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) is an all-encompassing federal law that prohibits discrimination based on the gender of students and employees of educational institutions which receive federal financial assistance. **When the form has been completed and signed by you, and then signed by the Title IX Liaison, Coordinator or a Deputy, your complaint has been properly received and noted by the University.** We will provide you with a copy of this form as well as complete information about the Title IX complaint process.

The Title IX Liaison and/or designee may conduct a preliminary and informal investigation of complaints by faculty, staff, and students who believe themselves to be harmed by sexual harassment or discrimination and harassment related to gender.

The purpose of the informal investigation is to attempt to resolve the complaint without the necessity of filing a formal charge.

A complainant may stop the informal process at any time and may make a formal complaint in accordance with the university's rules and procedures.

I am filing this complaint as a: check one:

Faculty

Staff

Student

Name

Work Phone

Home Phone

Work Address

Home Address

Employee ID

Student ID

Have you brought this matter to the attention of any other department(s) at the University? If so, please list their name(s) and department(s) of all such persons.

Type of Complaint

Check all that apply (v)

Bullying

Cyber bullying

Gender Discrimination

Gender Inequity

Sexual Harassment

Sexual Assault

Sexual Misconduct

Stalking

Rape

Retaliation

Relationship Violence

Other _____

Complaint: Describe your complaint. Please summarize below and attach additional pages describing your complaint if necessary.

Name of person or persons you charge with committing the offense against you and how you have contact with them, e.g. supervisor, co-worker, faculty, student.

Describe the corrective action you are seeking. Attach additional pages if necessary.

For retaliation complaints, please explain why and how you were retaliated against:

Witnesses (The relationship information requested includes co-worker, supervisor, student, faculty, etc.)

1.	Relationship	Telephone
2.	Relationship	Telephone
3.	Relationship	Telephone

I certify the aforementioned is true and correct.

Your signature

Date

For the Title IX Liaison and/or Designee: Complaint taken by:

Signature	Print Name	Date
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