



**TITLE IX**  
**FACULTY/STAFF**

**Request for Informal Resolution to Complaint**

I, \_\_\_\_\_, filed a Title IX complaint with the Title IX Coordinator on \_\_\_\_\_ (date).

I request an informal resolution of the complaint. This request is not due to any duress or fear of retaliation. I understand that I may withdraw my request for an informal resolution at any time. If my request is withdrawn, the formal investigation and resolution process will re-initiate.

Additional comments:

Signature of Faculty/Staff Complainant: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Title IX Coordinator: \_\_\_\_\_ Date: \_\_\_\_\_