

UNIVERSITY OF GEORGIA
Equal Opportunity Office
NDAH COMPLAINT FORM

Instructions:

The University of Georgia is committed to providing an environment for living, study and work that is free from discrimination and harassment. Before submitting this form, please review the [Non-Discrimination and Anti-Harassment \(NDAH\) Policy](#). Allegations of sexual misconduct against a student, including any form of gender or sex-based discrimination or harassment, will be administered through the [Sexual Misconduct Policy](#).

Submit this Form by mail or in person to:
 Equal Opportunity Office (EOO)
 278 Brooks Hall, 310 Herty Drive
 Athens, GA 30602

Submit by email to:
 ugaeoo@uga.edu

Scope: To investigate your complaint, it may be necessary to interview you, the alleged offender(s), and any witnesses with knowledge of the allegation or defenses. Any issues that arise during the investigation that are outside the scope of the NDAH Policy and irrelevant to the NDAH complaint will not be independently investigated by the EOO. However, if unprofessional conduct or inappropriate behavior that does not fall within the scope of the NDAH Policy comes to light in the course of the EOO investigation, such conduct or behavior will be referred to the respective department or to Human Resources.

Anonymity: This complaint form may be submitted anonymously. The reporter is encouraged to provide any information related to the report in order to facilitate an investigation into the reported conduct. Legal and regulatory obligations may require the university to take some action once it is informed that prohibited harassment or discrimination may be occurring. Not having the identity of the reporter may limit the ability to respond fully to the incident and may limit the ability to discipline the respondent.

Confidentiality: Legal and regulatory obligations may require the university to take some action once it is informed that prohibited harassment or discrimination may be occurring. Although the confidentiality of the information received and the privacy of the individuals involved cannot be guaranteed, they will be protected to as great an extent as is possible. The expressed wishes of the complainant regarding confidentiality will be considered in the context of the university's legal obligation to act upon the charge and the right of the charged party to be informed of the charge. Honoring the request for confidentiality may limit the ability to respond fully to the incident and may limit the ability to discipline the respondent.

REPORTING PARTY [person making the complaint] (Optional)

Reporting Party: (Name /Title) _____

Is Reporting Party the Alleged Victim : Yes No

Department: _____ Daytime Phone: _____

Campus Address: _____

Home Address: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Status: Student Faculty Staff Other _____

Request Confidentiality: Yes No Preferred contact method _____

BASIS OF COMPLAINT (Check all that apply.)

Age Ethnicity National Origin Religion Pregnancy Disability Sexual Orientation Race
 Gender Identity Veteran Status Domestic Violence Dating Violence Stalking Retaliation for EOO
complaint/investigation Sexual Harassment Sex/Gender Genetic Information Sexual Exploitation Other

RESPONDENT [person alleged to have violated the Policy] (Add additional pages if necessary.)

Respondent: (Name /Title) _____

Department: _____ Daytime Phone: _____

Campus Address: _____

Home Address: _____

Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Status: Student Faculty Staff Other _____

DETAILS OF COMPLAINT

A) Describe each incident of harassment, discrimination or retaliation separately. Please be as detailed as possible, giving names, dates and places; include phone numbers and addresses if possible. Use additional pages if needed.

B) Describe why you believe the incident you described was related to your race, sex, or whatever basis you indicated above, or why you believe you were retaliated against.

WITNESSES

List those witnesses you believe have information about your complaint. Include complete information for each witness listed. **If the Reporting Party is not the alleged victim, please identify the alleged victim as a witness below.** Add additional pages if necessary.

Witness #1: Name/Title: _____

Address: _____

Work Phone: _____ Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Status: Student Faculty Staff Other _____

What information can this witness provide?

Witness #2: Name/Title: _____

Address: _____

Work Phone: _____ Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Status: Student Faculty Staff Other _____

What information can this witness provide?

Witness #3: Name/Title: _____

Address: _____

Work Phone: _____ Home Phone: _____ Cell Phone: _____

E-Mail Address: _____

Status: Student Faculty Staff Other _____

What information can this witness provide?

SUPPORTING MATERIALS/DOCUMENTS:

List and produce any written materials or other documents you believe may help in investigating your complaint. Please include social media or text communications if available. Items may be physically provided or electronically provided.

ADDITIONAL INFORMATION:

Have you previously reported or otherwise complained about this or related acts of harassment, discrimination or retaliation to a University supervisor or official? If so, please identify the individual to whom you made the report, the date you made the report and the resolution.

What would resolve this complaint?

I affirm that I have read the above information and it is true to the best of my knowledge and belief.

Reporting Party – Print Name

Signature

Date

SUPPORT SERVICES:

Advisors: You have the opportunity to use an advisor (including an attorney) of your choosing for the express purpose of providing advice and counsel at your own expense. This advisor may be present during any meetings and proceedings involved in the investigatory or resolution process. See the [NDAH Policy](#) and the [Sexual Misconduct Policy](#) for more information.

UGA and Community Support Services:

Below are some support resources that are available. A complete list of support services can be found at: <https://eoo.uga.edu/node/128>

Individual support, consultation and referral services:

- [UGA Counseling and Psychiatric Services \(CAPS\)](#) – (706) 542-2273
- [UGA Office of Relationship and Sexual Violence Prevention \(RSVP\)](#) (provides 24-hour crisis support, information, advocacy, education and outreach) – (706) 542-7233 or (706) 542-8690
 - [Survivor Support Group](#) for student survivors of sexual and/or relationship violence - contact Caron Hope, chope@uhs.uga.edu, 706-542-7233
- [UGA Center for Counseling and Personal Evaluation](#) – (706) 542-8508
- [UGA Psychology Clinic](#) - (706) 542-1173
- [Aspire Clinic](#) (offers individual, couple, and family therapy) – (706) 542-4486
- [UGA Family Justice Clinic](#) - (706) 369-6272
- [The Cottage Sexual Assault Center and Children's Advocacy Center](#) (provides interventions, referrals, support and resources for survivors of sexual assault and child abuse) – (706) 546-1133
24-hour Crisis Line – (877) 363-1912
- [Project Safe](#) (24-hour confidential information and domestic violence services) – (706) 543-3331; Textline - (706) 765-8019
- [UGA School of Law Veterans Legal Clinic](#) (706) 542-6439; veteranslegalclinic@uga.edu

Employee Support:

- [USG Employee Assistance Program](#) (provides services related to counseling, legal, financial, family caregiving, convenience, management consultation and on-line tools and information) - (844) 243-4440 or EAPHelplink.com (Code: USGCares)

Health & medical services:

- [University of Georgia's Health Center](#) - (706) 542-1162
 - [Women's Clinic](#) - (706) 542-8691
 - [Primary Care Clinics and Urgent Care](#) - (706) 542-1162
 - [John Fontaine, Jr. Center for Alcohol Awareness and Education](#) - (706) 542-1162
 - [Health Promotion Department](#) – (706) 542-8690
 - [UGA Collegiate Recovery Community](#) - (706) 542-0285
- [St. Mary's Hospital](#) - (706) 389-3000

- [Athens Regional Medical Center](#) - (706) 475-7000
- [Athens-Clarke County Health Department](#) - (706) 389-6921

Law enforcement and student conduct services:

- [University of Georgia Police Department](#) - 911 or (706) 542-2200
- [Athens-Clarke County Police Department](#) – 911 or (706) 613-3330
- [UGA Office of Student Conduct](#) – (706) 542-1131

Academic support or problem solving:

- [Office of the Vice President for Student Affairs](#) - (706) 542-3564
- [Office of Dean of Students, including Student Care and Outreach](#) - (706) 542-7774
- [Division of Academic Enhancement](#) – (706) 542-5436
- [UGA Regents' Center for Learning Disorders](#) – (706) 542-4589
- [UGA Disability Resource Center](#) – (706) 542-8719/(706) 542-8778 (tty) or dsinfo@uga.edu
- [UGA Human Resources](#) – (706) 542-2222 or hrweb@uga.edu
- [Office of Legal Affairs](#) – (706) 542-0006
- [Ombudsperson Program](#):
 - For Students – Charisse Harper at (706) 542-8544 or charper@uga.edu
 - For Faculty – Jenny Gaver at (706) 542-3699 or jgaver@uga.edu
 - For Staff – Steven P. Gibson at (706) 542-1147 or sgibson@uga.edu

Cultural support:

- [UGA Office of Multicultural Services and Programs](#) – (706) 542-5773
- [UGA Office of Institutional Diversity](#) – (706) 583-8195 or diverse@uga.edu
- [UGA Disability Resource Center](#) – (706) 542-8719/(706) 542-8778 (tty) or dsinfo@uga.edu
- [UGA Lesbian, Gay, Bisexual and Transgender \(LGBT\) Resource Center](#) – (706) 542-4077
- [Student Veterans Resource Center](#) – (706) 542-9629
- [UGA International Student Life](#) – (706) 542-5867
- [International Student, Scholar and Immigration Services](#) – (706) 542-2900 or issis@uga.edu
- [UGA Women's Resources](#)

Housing services:

- [University Housing Department](#) – (706) 542-1421 or housing@uga.edu
- [Residential Programs & Services](#) – (706) 542-6533

Resources for Griffin Campus:

- [Equal Opportunity Office/Title IX Coordinator](#) - (706) 542-7912
 - Griffin Campus Deputy Title IX Coordinator, Chrystal McDowell - (770) 412-4096 or ccm16@uga.edu
- [Anne Marie Cook, LPC](#) - (678) 849-9080 or amcooklpc@gmail.com
- [UGA Office of Relationship and Sexual Violence Prevention \(RSVP\)](#) (provides 24-hour crisis support, information, advocacy, education and outreach) – (706) 542-7233 or (706) 542-8690
- [Ombudsperson Program](#):
 - For Students – Charisse Harper at (706) 542-8544 or charper@uga.edu
 - For Faculty – Jenny Gaver at (706) 542-3699 or jgaver@uga.edu
 - For Staff – Steven P. Gibson at (706) 542-1147 or sgibson@uga.edu

- [Griffin City Police Department](#) - 911 or (770) 229-6450
- [Southern Crescent Sexual Assault Center](#) - (770) 477-2177
- [Promise Place Domestic Violence Agency](#) - (770) 460-1604
- [Spalding Regional Hospital](#) - 911 or (770) 228-2721
- [Hope Health Clinic](#) - (678) 688-8700