



Office for Diversity,  
Equity & Inclusion

The University of Virginia's  
College at Wise  
1 College Avenue • Wise,  
VA dei@uvawise.edu

### Sexual and Gender-Based Harassment and Other Forms of Interpersonal Violence (Title IX & Non-Title IX)

*This form must be completed and returned to the Title IX Coordinator within 24 hours of receiving information from a complainant.*

Name of Complainant: \_\_\_\_\_

Name of Respondent: \_\_\_\_\_

Incident occurrence: Category:  misconduct  harassment  discrimination  
Date \_\_\_\_/\_\_\_\_/\_\_\_\_ and Time \_\_\_\_:\_\_\_\_ am/pm  
Location \_\_\_\_\_

**Information reported by the complainant:**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

**Responsible Employee/Person submitting this notification:**

This information was reported to me on: Date \_\_\_\_/\_\_\_\_/\_\_\_\_ and Time \_\_\_\_:\_\_\_\_ am/pm.

Report submission date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name \_\_\_\_\_

Signature \_\_\_\_\_

**Submit this completed form in a sealed envelope within 24 hours of receiving information from a complainant to:**

**Tabitha Smith**  
Title IX Coordinator / AVC for Diversity, Equity & Inclusion  
Office for Diversity, Equity & Inclusion  
276-328-0131 business hours | 276-870-5065 after hours  
EMAIL: tabitha.smith@uvawise.edu