



METRO CHRISTIAN ACADEMY | Title-IX Formal Complaint Form

Information Regarding the Complainant:

Name of the Complainant: _____

The Complainant is – please circle one:

- an employee.
- a student.
- not affiliated with the Academy.

For faculty, staff, and students, indicate by circling whether:

- current.
- former.

Information Regarding the Respondent:

Name of the Respondent: _____

The Respondent is – please circle one:

- an employee.
- a student.
- not affiliated with the Academy.

For faculty, staff, and students, indicate by circling whether:

- current.
- former.

Information Regarding the Alleged Prohibited Conduct:

Time and date of the alleged Prohibited Conduct:

Location of the alleged Prohibited Conduct:

- On Campus:

- Off Campus:

Witnesses or third parties who may have information regarding the alleged Prohibited Conduct:

Type and Description of Alleged Prohibited Conduct:

- Discrimination (inequitable and unlawful treatment based on a person's protected status)
- Harassment Non-Sexual (unwelcome verbal, written, or physical conduct is directed toward a person based on protected status other than sex by any member of the Academy community)
- Sexual Harassment - Please indicate the following type(s):
 - Dating/Domestic Violence.
 - Quid Pro Quo.
 - Sexual Assault.
 - Sexual Exploitation.
 - Stalking.
- Other Civil Rights Offenses - Please indicate the following type(s):
 - Bullying.
 - Complicity.
 - False Reporting.
 - Hazing.
 - Intimidation.
 - Retaliation.
 - Threats/Harm.

By signing this form, I acknowledge that Metro Christian Academy (MCA) will begin an investigation into the matter indicated above. I understand I have the right to discontinue the investigation process at any time unless MCA determines enough evidence or threat exists to warrant continuation. I understand the Respondent in this matter will receive notice of these allegations. I also understand that this matter may be resolved through an informal resolution, a live hearing, or a finding as appropriate under the Policy.

Signature of the Complainant

Date Signed



METRO CHRISTIAN ACADEMY | Title-IX Policy

Policy:

Metro Christian Academy does not discriminate on the basis of race, color, national origin, or disability in administration of its educational and admissions policies, scholarship and loan programs, and Athletic and other school-administered programs.

District Coordinator, Investigator, and Decision Maker:

Dr. Keith Currivean | kcurrivean@metroca.com | 918.745.9868, Ext. 152

Internal Employee Coordinator, Investigator, and Decision Maker:

Denise Adams | dadams@metroca.com | 918.745.9868, Ext. 162