**PURPOSE:** The purpose of this Title IX Complaint form is to gather the essential basic facts of the alleged actions in order that, prompt and equitable resolutions of complaints based of sex discrimination, including complaints of sexual harassment or sexual violence, in violation of Title IX of the Education Amendments of 1972 (Title IX) can be resolved as expediently and appropriately as possible. This form ONLY applies to complaints alleging discrimination prohibited by Title IX (including sexual harassment and sexual violence).

**INSTRUCTIONS:**  Please complete this form and submit it to a Title IX Coordinator, or to a member of the school staff, or to an employee of YPIC.

 **TITLE IX COORDINATORS:**

|  |  |
| --- | --- |
|  Brian GrossenburgSchool Principal(928) 329-0990 Ext. 4111bgrossenburg@ypic.com3810 W 16th St. Yuma, AZ 85364 | Adriana McBrideHR Manager & EO Officer(928) 329-0990 Ext. 1711amcbride@ypic.com 3834 W 16th St. Yuma, AZ 85364 |

1. **Name of the complainant:**
2. **Complainant’s Contact information:**
3. **Nature of Complaint: Please describe the action you believe may be sex discrimination, including complaints of sexual harassment or sexual violence, in violation of Title IX and identify any person(s) you believe may be responsible. Please attach additional sheets if necessary:**
4. **When did the incident(s) occur?**
5. **Please identify any witnesses and provide their contact information if available:**
6. **Have you spoken to any administrators, or other school/YPIC employees? Please provide the name of the to whom you have spoken (please provide the date and time):**
7. **Please describe the result of the discussion(s) identified in item 6.**

**PLEASE ATTACH ANY STATEMENTS, REPORTS, OR OTHER DOCUMENTS WHICH YOU FEEL ARE RELEVANT TO YOUR COPLAINT.**

**I certify that the foregoing information is true and correct.**

**Print Name:**

**Signature: Date:**