



OFFICE OF CIVIL RIGHTS & SEXUAL MISCONDUCT

Complainant Notice of Rights and Responsibilities

The purpose of this form is to ensure that a Complainant alleged to be the victim of Prohibited Conduct is aware of their rights and responsibilities in accordance with the University of Maryland Policy and Procedures on Sexual Harassment and Other Sexual Misconduct ("Policy and Procedures"), as administered by the Office of Civil Rights and Sexual Misconduct ("OCRSM"). Please review and verify the form at the end to confirm your understanding

For more information, please refer to page 15 of the Policy and Procedures, which can be found at: <https://policies.umd.edu/policy/b2b4c087-8d3f-4a09-bb23-03d9562caa92/>.

SUPPORT PERSON / ADVISOR

Your full name: _____

Your University affiliation: _____

Your preferred phone number: _____

Your email address: _____

Your UID: _____

Today's Date: _____

RIGHTS & RESPONSIBILITIES

Please confirm the following by checking the circle next to each statement.

I HAVE BEEN ADVISED OF MY RIGHTS TO:

- be treated with dignity and respect by all University officials.
- have information be shared with others only on a need-to-know basis in order to facilitate a resolution.
- obtain Supportive Measures (as noted below) and not move forward with any resolution process.
- file a Formal Complaint.
- seek a Resolution Process (Informal Resolution or Investigation/Adjudication).
- the presence of a Support Person and/or Advisor of my choosing, who may accompany me to any meeting or proceeding but must first review/sign the Non-Party Participant Form.
- receive reasonable disability accommodations (in accordance with University policy and procedures).
- report Prohibited Conduct to law enforcement at any time and pursue any civil or criminal legal action. (Please note: The preservation of physical and other evidence may be important to prove criminal conduct or to obtain a civil or criminal order of protection. Any delays in reporting may impede the outcome of a potential criminal investigation/prosecution.)
- receive timely written notification of alleged Policy violations and the range of potential Sanctions.
- receive timely written notification of the dates/times/locations of any meetings or proceedings I may attend.
- receive regular updates of the status of the resolution processes.
- be informed of the final determination resulting from the University investigation/adjudication process, if applicable.
- be notified of any applicable appeal rights and processes.

I UNDERSTAND THE FOLLOWING:

- The Policy and Procedures delineates University administrative processes, independent of any criminal, civil, or other legal processes. Conduct may violate the Policy and Procedures even if it does not violate the law.
- If the alleged conduct would not constitute a potential violation under the Policy and Procedures if substantiated, OCRSM and/or the Title IX Officer may try to resolve the issue without the filing of a Formal Complaint (including when the Formal Complaint is dismissed) or the report may be referred to another University process and/or office.
- In certain situations, the Title IX Officer may file a Formal Complaint on behalf of the University to initiate the resolution process, even if I do not want to participate.
- The University will communicate directly with me. My Support Person, and/or Advisor may not speak for or on behalf of me--except that my Advisor may conduct cross-examination at a Hearing in accordance with the Policy and Procedures.

- Retaliation is strictly prohibited against me or anyone who participates in this process. Adverse actions that are perceived to be retaliation should be immediately reported to OCRSM via titleixcoordinator@umd.edu.
- Knowingly making false statements or knowingly submitting false information is prohibited under the Policy and Procedures and may also violate other University policy.
- Supportive Measures may be available to me at any time, and OCRSM will work with me to facilitate and implement any of the following as appropriate: Academic accommodations, Housing accommodations, Employment accommodations, Care and support (e.g. on-/off-campus counseling services), Community education, Safety (e.g. safety planning, police escort), University referrals (e.g. visa/immigration services financial aid services), No Contact Order, Denial of Access to campus grounds/facilities.
- I have received a copy of the [University of Maryland Policy and Procedures on Sexual Harassment and Other Sexual Misconduct](#).
- I understand my rights and responsibilities as outlined above.
- STUDENTS ONLY: The Maryland Higher Education Commission (MHEC) has developed resources to assist current and former students in retaining an attorney to serve as an Advisor at no or low cost to the student. More information is available at their website – mhec.maryland.gov
- I acknowledge this information.

I have the following questions and/or concerns regarding the above information: