Addendum B

Georgia College General Complaint Form

1. Type of Complaint:
   - EEO (Discrimination)
   - EEO (Retaliation)
   - Hostile Environment
   - Sexual Assault
   - Sexual Harassment
   - Ethics/Integrity
   - Other (specify: __________________)

2. Are you reporting an incident that happened to you or an incident discussed with you?
   - Incident happened to me. Signature: __________________________________________
   - Incident was discussed with me by the Complainant
   - Incident was discussed with me by a friend of the Complainant

3. Reporter: _____________________________ Phone: ______________________

4. Did incident occur while the Complainant was employed by or enrolled at Georgia College?  Yes  No

5. Complainant’s Name: ___________________________ Phone: ______________________

6. Complainant’s Gender: ______ Race: _______ Age: ______

7. Complainant’s Residence:
   - Residence Hall
   - Greek House
   - Off-Campus Apt.
   - Campus Apt.
   - Other ____________

8. Briefly describe incident (continue on back of form if necessary):
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________
   ________________________________________________________________

9. Location of incident:  On Campus (check appropriate response below)
   - Residence Hall
   - Greek House
   - Other Campus Building
   - Outdoors
   - Automobile
   - Classroom
   - Outside of Milledgeville
   - Other: ______________________

10. Please give date(s)/time(s) of incident(s): ____________________________

11. Was the incident/assault associated with an organized event (campus sponsored or not)?
    No  Yes (specify: ____________________________)

12. Was either party under influence of alcohol or other drugs at the time of the incident?
    Complainant: Alcohol?  Yes  No  Unsure  Drugs?  Yes  No  Unsure
    Respondent: Alcohol?  Yes  No  Unsure  Drugs?  Yes  No  Unsure

13. Was a weapon used in the incident?  Yes  No  Unsure

14. Status of Respondent(s):
    - Student
    - Faculty
    - Staff
    - No campus role
    - Unknown

15. Respondent’s Name: ___________________________ Phone: ______________________


17. Describe the nature of the relationship of the Complainant and the Respondent:
    - Stranger
    - Professor
    - Student
    - Supervisor
    - Coworker
    - Friend
    - Relative
    - Romantic
    - Other (specify: __________________)

18. Other individuals at Georgia College the Complainant or Respondent have talked with about this incident:
    - Friend
    - Faculty member
    - Staff member
    - Other (specify: __________________)

Signature of person completing form: ___________________________ Date: ________________