

FORMAL TITLE IX COMPLAINT FORM

Students who feel that administrators, supervisors, support personnel, teachers, or other students are subjecting them to sexual harassment are encouraged to report these conditions or have their parents report them to the Title IX Coordinator. Any employee to whom such a report was made will provide notice of the report to the Title IX coordinator.

Title IX complaints can be submitted by contacting the Title IX Coordinator in person, by mail, by phone, by submitting this form, or by email at the contact information provided below:

Title IX Coordinator
Virtual Preparatory Academy of Oklahoma
Erin Starkey, Head of School
309 NW 13th, Suite 103
Oklahoma City, OK 73103
(405) 233-3846

Name: _____ Date: _____

Contact Information: _____

Name of the Individuals Involved in the Incident: _____

Date and Location of the Alleged Incident: _____

Description of Conduct Constituting Sexual Harassment:

Please provide any witnesses: _____

PLEASE ATTACH ANY STATEMENTS, NAMES OF WITNESSES, REPORTS, OR OTHER DOCUMENTS WHICH YOU FEEL ARE RELEVANT TO YOUR COMPLAINT.

I acknowledge that the information I have provided is true and correct.

Signature: _____ Date _____