

COMPLAINT FORM FOR HUMAN RIGHTS VIOLATION

College of Saint Benedict
Saint John's University
Order of Saint Benedict
THIRD PARTY REPORT FORM

For Office use Only

1. Date complaint filed with human rights officer _____
2. Date of service of complaint on respondent _____
3. Date of respondent response _____

The purpose of this form is to gather statistical information regarding human rights violations. It may be used when a target of such behavior does not want to report the incident herself or himself. Use of this form does not require the disclosure of identifying information regarding the target of the incident.

1. Date of Report: _____
Time: _____
2. Date of Violation: _____
Time: _____
3. Gender of victim: ____ female ____ male
4. Age of victim at time of assault (if known): _____ Date of birth of victim (if known): _____
5. Name of victim (optional): _____

PLEASE CIRCLE THE APPROPRIATE RESPONSE AND SPECIFY, IF INFORMATION IF KNOWN

INFORMATION REGARDING THE VICTIM

- | | | |
|---|--|--|
| 7. Relationship to the Institution:
a. Undergraduate
b. Graduate
c. Prep
d. Faculty
e. Staff
f. Visitor
g. Other _____ | 8. Complainant lives:
a. On campus
b. Off campus | 9. Race/Ethnicity:
a. Asian
b. Black
c. Hispanic/Latino
d. American Indian
e. White
f. Mixed
g. Other _____ |
|---|--|--|

INFORMATION REGARDING THE ALLEGED HUMAN RIGHTS VIOLATION:

9. Type of Discrimination or harassment: (check all that apply)
- | | | | |
|------------------------|-------------------|-----------------------------|--------------------------|
| a. Race or color _____ | b. Religion _____ | c. Age _____ | d. National Origin _____ |
| e. Disability _____ | f. Sex _____ | g. Sexual Orientation _____ | h. Other _____ |

INFORMATION REGARDING THE RESPONDENT(S)

10. Number of respondents: _____
- | | |
|--|---|
| 11. Race/Ethnicity of Respondent(s):
a. Asian
b. Black
c. Hispanic/Latino
d. American Indian
e. White
f. Mixed
g. Multiple Offenders of different race
h. Unknown
i. Other: | 12. Respondent(s) Live(s):
a. On Campus
b. Off Campus
c. Multiple offenders from different locations
d. Unknown |
|--|---|

13. Relationship to victim:

- a. Stranger
- b. Acquaintance
- c. Classmate
- d. Date
- e. Partner/Lover
- f. Ex-partner/Ex-Lover
- g. Spouse
- h. Ex-spouse
- i. Faculty
- j. Staff
- k. Supervisor
- l. Unknown
- m. Other _____

15. Approximate ages of Respondents(s):

16. Relationship to Institution:

- a. Undergraduate
- b. Graduate
- c. Prep
- d. Faculty
- e. Staff
- f. Visitor
- g. Multiple offenders of different affiliation
- h. Unknown
- i. Other _____

14. Was Respondent using:

- a. Drugs
- b. Alcohol
- c. Unknown

TO THE EXTENT POSSIBLE, THE IDENTITY OF THE COMPLAINANT WILL REMAIN CONFIDENTIAL.

RESPONSE/RESOURCES/SERVICES

17. Does the victim plan on taking action against the respondent(s):

- a. Yes
- b. No
- c. Unknown at this time

19. What resources/services has the complainant been connected with at this time:

- a. Human Rights Office
- b. Security Department
- c. Student Development
- d. Residential Life
- e. Counseling Center
- f. Health Center – SJU
- g. Health Educators - CSB
- h. Campus Ministry

- i. Academic Advising
- j. St. Cloud Hospital
- k. Local Law Enforcement
- l. Sexual Assault Center
- m. Battered Women’s Shelter
- n. Other _____

18. If yes, circle all that apply:

- a. Internal complaint
- b. Criminal complaint
- c. Civil suit
- d. Unknown
- e. Other _____

Office Use Only OUTCOMES: Complainant: _____ Respondent: _____ University: _____ Criminal: _____ Other: _____
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Office Use Only: Human Rights Case # _____ CSB Security Case # _____ SJU Life Safety Case # _____
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