

# Title IX Investigation Process

**Topic**

The Title IX Coordinator will notify the Complainant and the Respondent that an investigation will be conducted due to a complaint.



The Title IX Coordinator, and possibly the Deputy Investigators, will interview Complainant, Respondent, and Possible Witnesses. The Title IX Coordinator has trained the investigators.



Title IX Coordinator provides an opportunity for the Complainant and Respondent to review and respond to the information gathered.



Title IX Coordinator writes a report of the process and procedure used, the information gathered, an analysis of the information, and whether or not the allegations have been substantiated.



Written notification communicating the outcome of the investigation and next steps (see Actual Notice chart). A copy of the investigation report is sent to both the Complainant and Respondent.