



Administrative Regulation 6:2 – Formal Complaint Form

You may use this form to file a Formal Complaint. You are not required to use this form.

If you need assistance filing a Formal Complaint, please contact the Office of Institutional Equity and Equal Opportunity by phone at 859-257-8927 or by emailing Meredith Reeves, Interim Title IX Coordinator, at meredith.reeves@uky.edu.

Name of Alleged (Respondent): _____

Date of Incident: _____ **Location of Incident:** _____

Describe Incident: (if you need additional space, please feel free to attach additional pages or documents)

Are you currently enrolled in classes or employed by the University: YES NO

If you are not enrolled at the University or employed by the University, what is your relationship with the University: _____

I acknowledge by signing this form, I am requesting the Office of Institutional Equity and Equal Opportunity conduct a formal investigation into the alleged behaviors. **(Please initial)** _____

I acknowledge that this form is not continuously monitored and should not be used in the case of an emergency or if there is an immediate threat to safety and/or life. I acknowledge that in such instances, I should call 911 or University Police (UKPD) at (859) 257-8573. **(Please initial)** _____

I acknowledged the contents of this form, and any attached documentation will be provided and made available to the Respondent at the onset of an investigation. **(Please initial)** _____

Your name (print): _____

Your signature: _____ **Date:** _____

****Please submit the completed form by email to Meredith Reeves, Interim Title IX Coordinator, at meredith.reeves@uky.edu, by bringing your completed form to 13 Main Building, or by mailing your completed form to 13 Main Building, 410 Administration Drive, Lexington, KY 40506.**