

# Rights and Options for Complainants

The following information provides a summary of your rights and options as a Complainant under the University's policies addressing sex discrimination, sexual harassment, sexual violence (including sexual assault), dating violence, domestic violence, or stalking at the University of Phoenix. Please contact the Title IX Coordinator or your local Campus Safety Coordinator to report an incident of sex discrimination, sexual violence, dating violence, domestic violence, or stalking or if you have any questions about the information in this form.

## Title IX Coordinator

Bridget Beville, JD  
602.557.1823  
[TIXC@phoenix.edu](mailto:TIXC@phoenix.edu)

## Campus Safety Coordinators

Campus Safety Contact List  
[https://www.phoenix.edu/about\\_us/campus-safety/campus-safety-contact-list.html](https://www.phoenix.edu/about_us/campus-safety/campus-safety-contact-list.html)

## Security Operations Center

Available 24/7/365  
866.992.3301  
[SOC@phoenix.edu](mailto:SOC@phoenix.edu)

The University's Equal Opportunity, Harassment, and Nondiscrimination Policy (the "Policy") may be viewed in its entirety at:

[https://www.phoenix.edu/about\\_us/title-ix.html](https://www.phoenix.edu/about_us/title-ix.html)

## General Information

■ **Options.** Once you have made a complaint, you have several options, including, but not limited to:

- Contacting parents or a relative
- Seeking legal advice
- Seeking personal counseling
- Obtaining supportive measures
- Filing a formal complaint under the Policy
- Notifying law enforcement authorities
- Pursuing civil legal action against the perpetrator
- Requesting that no further action be taken
- Requesting further information about the investigation and resolution process

■ **Notifying authorities.** If requested, the Title IX Coordinator or Campus Safety Coordinator will assist you in contacting local law enforcement regarding the incident. You may also decline to notify such authorities.

- **Legal orders of protection.** If you have obtained or obtain a temporary restraining order or other no contact order against the alleged perpetrator from a criminal, civil, or tribal court, you may provide such information to the Title IX Coordinator or Campus Safety Coordinator. If provided, the University can work with you on appropriate safety precautions to help you take full advantage of the protections granted by the order.
- **Requesting changes to your current situation or other supportive measures.** The Title IX Coordinator or Campus Safety Coordinator will contact you to discuss the availability of supportive measures, such as changes to your academic or working situation. The University will coordinate the effective implementation of such supportive measures to the extent that they are reasonably available, regardless of whether you choose to file a formal complaint or report the incident to local law enforcement.
- **Preservation of evidence.** It is extremely important that you preserve evidence as it may be necessary to prove the complaint you are making or needed to obtain a protection order. In the case of physical violence, including sexual assault, dating violence, and domestic violence, you should go directly to the emergency room and should not bathe, urinate, douche, brush teeth, drink liquids, or change clothes until after you are examined and, if necessary and you so choose, a rape examination is completed by a trained forensic professional at the hospital. Having a forensic examination does not obligate you to file criminal charges. Evidence in electronic formats should also be retained (e.g., text messages, emails, photos, social media posts, screenshots, etc.). This type of evidence is important and may be the only available evidence in cases of sexual harassment or stalking. To find a location near you that performs sexual assault forensic exams, you may call the National Sexual Assault Hotline at (800) 656-HOPE (4673) or talk to your local sexual assault service provider by visiting <https://centers.rainn.org/>.

## Institutional Procedures

- The University's **Equal Opportunity, Harassment, and Nondiscrimination Policy** governs complaints of sex discrimination, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. The policy's Grievance Process:
  - Provides a prompt, fair, and impartial investigation and resolution of complaints using a preponderance of the evidence standard, meaning it is more likely than not that the alleged conduct occurred.
  - Is carried out by University officials who receive annual training on issues related to sex discrimination, domestic violence, dating violence, sexual assault, and stalking; the scope of the University's education programs or activities; how to conduct an investigation and hearing process that protects the safety of victims and promotes accountability; and how to serve impartially, including avoiding prejudgment of the facts at issue, conflicts of interest, and bias.
  - Allows both parties to have an advisor to accompany them to meetings related to the process, to advise the party on the process, and to conduct cross-examination for the party at a Formal Grievance Process hearing, if any.
    - The University does not limit your choice of advisor.
  - Ensures that both parties are notified simultaneously in writing of the outcome of the investigation and resolution proceedings, the procedure to appeal the outcome, any change to the outcome that occurs before the outcome is final, and when such outcome becomes final.
  - Prohibits any materially adverse action taken for the purpose of interfering with a person's rights or privileges secured by Title IX and its implementing regulations or because of a person's participation in a protected activity, which includes reporting an incident, participating in the grievance process, supporting a Complainant or Respondent, or assisting in providing information relevant to an investigation.
  - Allows for the imposition of sanctions after a finding or admission of responsibility. If there is a finding that a violation of the University's Equal Opportunity, Harassment, and Nondiscrimination Policy has occurred, sanctions may include counseling or training, separation of the parties, and/or discipline of the respondent, including written reprimand, probation, suspension, termination, or expulsion

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## Privacy

- If a Complainant does not wish to file a formal complaint, the Title IX Coordinator will not take any further action to investigate or adjudicate the matter unless the Title IX Coordinator determines that closing the matter would be clearly unreasonable. The Title IX Coordinator has ultimate discretion over whether to proceed when the Complainant does not wish to do so, and the Title IX Coordinator may sign a formal complaint to initiate a grievance process upon completion of an appropriate violence risk assessment.
- Information related to an allegation will be shared with a limited number of University employees who “need to know” in order to assist in the assessment, investigation, and resolution of the report.
- Throughout the investigation and adjudication of a formal complaint, the University will maintain as confidential any supportive measures provided to the parties, to the extent maintaining such confidentiality does not impair the University’s ability to provide such measures.
- The University is required by law to make certain statistical disclosures of crimes reported to it. If you report an incident that is a crime, the University will make the statistical disclosure without disclosing personally identifying information about you.

## Resources Available

Below is a list of resources that may be helpful. Please contact the Title IX Coordinator or the Campus Safety Coordinator if you want to discuss these resources or other resources that may be available.

### *Student and Employee Assistance Programs*

- **Student resources.** Currently enrolled students can access the Life Resource Center from the online student eCampus website at <https://ecampus.phoenix.edu> under the “Program” tab in the Student Support section. The Life Resource Center offers services that are confidential, available 24/7, accessible by calling 866.320.2817, and free to students. Services include:
  - The Online Counseling Center to get short-term counseling on issues including managing stress, relationship issues, family concerns, substance abuse, grief, trauma, loss, anxiety, and depression
  - Life coaches to assist in areas such as time management skills, work-life balance skills, managing change/transitions, and managing stress
- **Employee resources.** The University provides an Employee Assistance Program (EAP) as an employee benefit. All employees have access to the EAP whether or not they obtain other benefits through the University. Information about the program is available at all times through the Benefit Central site at <https://compass.empyrearbenefits.com/UOPX>. Services include:
  - Treatment sessions and referrals
  - Work-life services for problems such as legal, financial, identity theft, child and elder care, and housing

### *National Resources*

- **RAINN.** Victims of sexual assault can receive free, confidential 24-hour help by calling the National Sexual Assault Hotline at the Rape, Abuse, and Incest National Network (RAINN): 800.656.HOPE (4673). You can also visit <https://hotline.rainn.org/online> to receive 24/7 support via confidential online chat.
- **National Domestic Violence Hotline.** Those affected by domestic violence can receive confidential, one-on-one support, 24 hours a day via the National Domestic Hotline: 800.799.SAFE (7233). Online chat is also available 24/7/365 at <https://www.thehotline.org/help/>.

- **loveisrespect.** Those affected by dating violence can receive free and confidential 24/7/365 phone, live chat, and texting services: 866.331.9474, <http://www.loveisrespect.org>, or text LOVEIS to 22522.
- **The NW Network.** The NW Network of Bi, Trans, Lesbian, and Gay Survivors of Abuse offers free and confidential support for LGBT survivors of domestic, dating, and sexual abuse. Services include advocacy-based counseling, support groups, safety and support planning, basic legal advocacy, resources and referrals for housing, food banks, and mental health programs. For more information call 206.568.7777 or visit <https://www.nwnetwork.org/>.
- **FORGE.** Provides direct services to transgender, gender non-conforming, and gender non-binary survivors of sexual assault, domestic violence, dating violence, stalking, or hate violence. Visit <https://forge-forward.org/anti-violence/for-survivors/> or call 414.559.2123.
- **DOD Safe Helpline.** Members of the Department of Defense (DoD) community affected by sexual violence can receive live, free, confidential help through the DoD Safe Helpline at 877.995.5247. For more information visit <https://www.safehelpline.org>.
- **HRSA Health Centers.** The Health Resources & Services Administration (HRSA) health centers deliver high-quality, culturally competent, comprehensive primary care regardless of patients' ability to pay (charge for services are on a sliding fee scale). For more information visit <https://findahealthcenter.hrsa.gov/>.
- **Student Financial Aid.** Additional information on student financial aid is available at <https://studentaid.gov/> and <https://www.finaid.org/>. Students are also encouraged to discuss questions or concerns with their school finance advisor.

## National Legal Services

- **ABA Center for Pro Bono.** Many communities offer legal services or have legal aid societies which provide free or reduced cost legal assistance and/or representation. Visit the American Bar Association's Center for Pro Bono at <https://www.americanbar.org/groups/center-pro-bono/> for more information.
- **Fierberg National Law Group.** For students and families who experience crime on campus, including sexual assault and Title IX violations, Fierberg National Law Group provides civil legal services. For more information visit <https://tfnlgroup.com/>, call 202.351.0510, or email [info@tfnlgroup.com](mailto:info@tfnlgroup.com).
- **National Crime Victim Bar Association.** The National Crime Victim Bar Association (NCVBA) assists victims with finding a qualified attorney by providing referrals to local attorneys specializing in victim-related litigation. For more information visit <https://victimsofcrime.org/our-programs/national-crime-victim-bar-association/for-victims> or email [victimbar@victimsofcrime.org](mailto:victimbar@victimsofcrime.org).
- **U.S. Citizenship and Immigration Services.** Information on the legal rights available to immigrants in the U.S. can be found at <https://www.uscis.gov/>.
- **WomensLaw.org.** This website provides state-specific legal information and resources for survivors of abuse. Visit <https://www.womenslaw.org/> for help with finding an attorney, shelter, or courthouse location in your state.