



Notice of Allegations Checklist

- Notice of Grievance Process; Including Informal**

- Allegations Potentially Constituting Sexual Harassment**
 - **Identities of the Parties**
 - **Conduct Constituting Sexual Harassment**
 - **Date of Incident**
 - **Location of Incident**

- Statement: Respondent Presumed Not Responsible/Responsibility Determined After Process**

- Right to Advisor of Choice**

- Code of Conduct Provision Prohibiting False Statements or False Information in Process**