

Formal Complaint of Non-Academic Misconduct Form

ST 1.0 – Student Non-Academic Misconduct Vice-President, Student and Academic Services

This form is intended to be used in the event of non-academic misconduct that cannot be resolved informally through direct, respectful communication. When informal resolution is not possible or appropriate, university community members may report the incidents of a student's non-academic misconduct to the Office of the Registrar using this incident reporting form. Campus visitors may report incidents to Campus Security.

Note: **Do not** use this form to submit allegations of sexualized violence. See Yukon University's policy on *Sexualized Violence and Prevention* for information on how to report an incident of sexualized violence.

If you would like assistance in completing this form, please contact the Office of the Registrar. You will be supported in completing the form, but you will be responsible for submitting the completed form.

Contact 867.668.8720, or ssc@yukonu.ca.

Part 1 – Your Contact Information

Name: Type here.
Student Number (if applicable): Type here.
Phone (primary): Type here.
Phone (secondary): Type here.
YukonU email address (if applicable): Type here.

Identify the category that best describes your current affiliation with the university:

- Student (any level)
- Faculty member
- Employee or staff member
- Other (please specify)

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Part 2 - Information About the Incident

Date(s) of incident(s): Type here.

Times(s) of incident(s): Type here.

Location(s) of incident(s): Type here.

1. Are there witnesses or other individuals with information about the incident:

- Yes
- No
- Unsure

If yes, please provide detail:
Type here.

2. Was there any external reporting or external response to the incident (e.g., police, fire department, bylaw enforcement, etc.)?

- Yes
- No
- Unsure

If yes, please provide detail:
Type here.

3. Did Campus Security respond to the incident when it occurred?

- Yes
- No
- Unsure

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4. Has a complaint been made related to this incident elsewhere within the university (e.g., Campus Security, a Dean’s Office, etc.)?

- Yes
- No
- Unsure

If yes, please indicate where the complaint was made:
Type here.

5. Please provide a detailed description of the incident(s) including a chronological sequence of relevant events:

Type here.

6. Please provide any additional information related to this incident:

Type here.

By submitting this report, I confirm that the statements made in this report are my own, and are true and correct to the best of my knowledge and belief. I understand that the university may pursue disciplinary action in the case of an intentionally false report. I understand that the information provided in this report, including my name, may if necessary be provided to the student whom this formal complaint is being made against. I agree to treat information related to this complaint privately, unless I am directly seeking advice or support in relation to this incident or this complaint.

Date of submission: Click or tap to enter a date.