Understanding the University Process for Student Reports

**Report An Incident**

- **Report to Law Enforcement**
  - Information reported to NDPD will be shared with University. Information reported to St. Joseph County Police may be shared with University.

- **Report to University Administration**
  - Deputy Title IX Coordinator
  - No contact orders issued.
  - Resource coordinators assigned.
  - Interim measures provided

  Initial assessment of circumstances and complainant preferences by Student Affairs to determine if case referred to University Resolution without complainant.

  If Student Affairs refers case to Administrative Resolution

  

  Administrative Resolution

  - Involves continued investigation and could result in disciplinary action against a respondent.
  - Complainant can choose to share as much or as little as s/he wishes.
  - Interviews conducted with complainant, respondent and any witnesses.

  Preliminary Investigative Report available for Complainant and Respondent review and response.

  Final Report provided to participants and Title IX Coordinator. Title IX Coordinator gives opportunity for an Administrative Review. Parties may participate to clarify information to the Administrative Review Proceeding.

  Within 14 days, the Title IX Coordinator will convene an Administrative Review Proceeding with the Administrative Review Board.

  Within 10 days following the Administrative Review Board, shall make written determination of any policy violation and appropriate outcomes if applicable.

  Both Complainant and Respondent each have right to appeal the decision based on the finding. An Appeal is submitted in writing and is a review of written documents. Failure to request an Appeal in the allotted timeframe renders the ARB’s decision final. Purpose of the Appeal is to determine if there was a procedural defect or substantive new information. Decision from the Appeal is final.

**Get Help & Talk To Someone Before Reporting**

- **Non-Confidential Resources**
  - Information shared with non-confidential resources will be forwarded to the Deputy Title IX Coordinator for review.
  - Residence Hall Staff, Faculty, Staff, NDSP

- **Confidential Resources**
  - Information shared will not result in a report or investigation.

  **On Campus:** UCC, UHS, Campus Ministry (professed religious)
  **Off Campus:** SOS, RAINN

**For questions, please contact...**

- **Counseling**
  - University Counseling Center: 574-631-7336
  - S-O-S Rape Crisis Hotline of St. Joseph County: 574-289-4357
  - RAINN (Rape Abuse and Incest National Network): 800-656-4673

- **Medical**
  - University Health Services: 574-631-7497
  - St. Joseph Regional Medical Center (SANE nurse available 24/7): 574-335-5000

- **Pastoral**
  - Campus Ministry
    - 574-631-7800

- **In an emergency, call 911.**
  - Notre Dame Security Police: 574-631-5555
  - St. Joseph County Police: 574-235-9611

- **Deputy Title IX Coordinator:** 574-631-7728
  - DeputyTitleIXCoordinator@nd.edu

For full policies and procedures, please refer to duLac: A Guide to Student Life: dulac.nd.edu/important.