



REQUEST FORM

Hoosier Academy intends to create an environment that facilitates problem solving. If you have followed Steps 1 and 2 of the Informal Process set forth in the School Handbook's "Where to go with Questions and Concerns" Policy but do not believe your issue has been resolved, you may complete this Form and submit it to the Title IX Coordinator.

My concern is about:

- A Hoosier Academy policy, practice, or procedure
 A Hoosier Academy student
 A Hoosier Academy staff member
 Other (please briefly describe: _____)

Complainant's Name: _____ Date: _____

Home Address: _____

Telephone – Home: _____ Work: _____ Cell: _____

E-mail: _____

In the space provided below, please describe in your own words and in as much detail as possible the nature of your issue or concern. Please include the date on which you submitted the matter to your teacher in accordance with the Informal Process set forth in the Where to go with Questions and Concerns Policy, as well as all relevant names, dates, and places necessary for a complete understanding of the situation. You may attach additional pages if necessary.

The undersigned certifies that the information provided above is true and correct.

Complainant's Signature

Date