



**Title IX
NOTICE OF TITLE IX INTERVIEW**

Date

Addressee

Dear Addressee:

You have been identified as a possible witness for an ongoing investigation of alleged violations of district policy. The policies allegedly violated include:

- Sexual misconduct
- Stalking
- Sexual harassment
- Etc.

You have not been accused of wrongdoing. Rather, you have simply been identified as someone that may have information relevant to the matter. The individual assigned to investigate this complaint needs to meet you for an interview. The details of the interview are as follows:

- Date: _____
- Time: _____
- Location: _____
- Participants: _____
- Purpose: Investigative interview to obtain information and evidence about the matter if any.

If you have a conflict during this time, please contact the investigator to arrange a different time. Also, if you have materials or other evidence that you believe are relevant to the investigation, please bring them to the interview.

Should you have any questions about the process and/or the interview, please contact the investigator listed above at _____.

Signed,

Investigators/conduct officer/coordinators/etc.