



- A detailed description of the issue and negative impact
- The date, time, and place of the event(s) pertaining to the formal complaint
- The name and contact information for any witnesses with knowledge of the formal complaint or subject of the formal complaint.
- Specific details regarding the instance(s) of non-compliance with

#### Non-Title IX Grievances

In non-Title IX grievances, the purpose of the hearing is to establish the facts. The burden of proof is upon the appealing studentthe appealing student must establish that the decision or sanction was not justified through “clear and convincing” evidence. The “clear and convincing standard” means that the evidence presented by the appealing student must be highly and substantially more probable to be true than not and the trier of fact must have a firm belief or conviction in its factuality. Formal rules of evidence shall not be applicable in proceedings conducted pursuant to this policy. The Grievance Board has the discretion to admit all matters into evidence that reasonable persons would accept as having probative value. Panel members may take into consideration matters that would be

## National Council (NC) for State Authorization Reciprocity Agreement (SARA)

- Complaints against an Institution operating under SARA policies go first through the Institution's own procedures for resolution of grievances. Allegations of criminal offenses or alleged violations of a State's general-purpose laws may be made directly to the relevant State agencies.
- Complaints regarding student grades or student conduct violations are governed entirely by institutional policy and the laws of the SARA Institution's Home State.
- If a person bringing a Complaint is not satisfied with the outcome of the institutional process for handling Complaints, the Complaint (except for Complaints about grades or student conduct violations) may be appealed, within two years of the incident about which the Complaint is made, to the SARA Portal Entity in the Home State of the Institution against which the Complaint has been lodged. That Portal Entity shall notify the SARA Portal Entity for the State in which the student is located of receipt of that appealed Complaint. The resolution of the Complaint by the Institution's Home State SARA Portal Entity, through its SARA complaint resolution process, will be final, except for Complaints that fall under the last bullet in this section below.
- While the final resolution of the Complaint rests with the SARA Portal Entity in the Home State of the Institution against which the Complaint has been lodged, the Portal Entity in the complainant's location State may assist as needed. The final disposition of a Complaint resolved by the Home State shall be communicated to the Portal Entity in the State where the student lived at the time of the incident leading to the Complaint, if known.
- While final resolution of Complaints (for purposes of adjudication of the Complaint and enforcement of any resultant remedies or redress) resides in certain cases with institutions (Complaints about grades or student conduct violations), or more generally with the relevant Institution's Home State SARA Portal Entity (all other Complaints), the Regional Compact(s) administering SARA may consider a disputed Complaint as a "case file" if concerns are raised against a SARA member State with regard to whether that State is abiding by SARA policies, as promulgated in the SARA Manual. The Regional Compact may review such institutional concerns in determining whether a State under its SARA purview is abiding by SARA policies. Similarly, a Complaint "case file" may also be reviewed by NC-SARA in considering whether a Regional Compact is ensuring that its SARA member States are abiding by the SARA policies required for their membership in SARA.
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be used in determining whether a Regional Compact is ensuring that its SARA member States and those States' Institutions are abiding by the policies required for State membership and institutional participation in SARA.

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