

Title IX Complaint Timeline



Lincoln University
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01

**Formal Complaint Received:
Day 0-6**

The Title IX Coordinator ensures the complaint meets statutory requirements for an investigation.



02

**Notice of Allegations & Investigation:
Day 7**

Letter that details the reported incident, list potential violation(s), and possible sanction(s)



03

**Investigation Starts:
Day 8-Day 30**

Investigator interviews all parties and witnesses

Note: Extensions must be requested in writing



04

**Report Draft Started:
Day 31-35**

Investigator compiles a report of findings, evidences, and transcripts from all interviews



05

**Preliminary Report Reviewed:
Day 36-45**

Parties are given 10 days to review and provide comments to the draft report.



06

**Report Finalized:
Day 46-49**

Investigator finalizes report for the Title IX Coordinator's review and approval.



07

**Case File Reviewed:
Day 50**

Title IX Coordinator reviews the case packet and appoints a hearing officer to conduct a live hearing.



08

**Live Hearing:
Day 60**

The hearing is scheduled a minimum of 10 days after parties are notified.



09

**Determination of Responsibility:
Day 65**

Letter that details the outcome and impose sanctions as appropriate

