**Policy 6.4 - Resolution of Reports Against Students and Employees**

***Sanction – Impact/Mitigation Statement Form***

**Name[[1]](#footnote-1) of Party Completing Form:**

**Date Submitted**:
**Expected Date of Graduation[[2]](#footnote-2):**

*The parties will be permitted, but not required, to prepare a written or audio/video recorded Impact/Mitigation Statement relevant to any sanctions. The parties may submit the statement up until the start of a hearing. The statements are distributed to the Hearing Panel and the parties only if the Hearing Panel finds the respondent responsible. The Title IX Coordinator will provide the Impact/Mitigation Statements to the parties with a copy of the Hearing Panel’s written decision.*

***Parties are not required to submit an Impact/Mitigation Statement. Parties who choose to do so in writing must use this form.*** *The completed form should be submitted to the Cornell Office of Civil Rights at* *titleix@cornell.edu**.*

[Insert Text]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Party Signature[[3]](#footnote-3)

1. You may use your initials or indicate “Complainant” or “Respondent.” [↑](#footnote-ref-1)
2. All student parties are required to provide their expected date of graduation. If this information is omitted or inaccurate, the Hearing Panel will be notified. [↑](#footnote-ref-2)
3. Signature may be electronic. [↑](#footnote-ref-3)