

Date Received \_\_\_\_\_  
(Official Use Only)

Montclair State University  
Office of the Dean of Students

**Filing A Complaint**

In order to initiate a disciplinary proceeding, an individual must file a complaint with the Coordina Conduct. Please complete this form completely and accurately.

**Please Note: The accused individual/individuals will receive a copy of this complaint.**

**Please Print**

**Name of the complainant** \_\_\_\_\_

**Name of the person/persons whom/who is/are the object of the complaint**  
\_\_\_\_\_

**Date/Dates on which the alleged incident took place** \_\_\_\_\_

**Place/Places where the alleged incident took place** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Name of witness/witnesses to the alleged incident** \_\_\_\_\_  
\_\_\_\_\_

**One sentence statement of the remedy sought by the complainant** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**A statement describing, in detail, the alleged incident**  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signature of the Complainant** \_\_\_\_\_ **Today's Date** \_\_\_\_\_