**Policy 6.4 - Resolution of Reports Against Students Forms:**

***Investigation – Review of Investigative Record Form***

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

**Date Submitted**:

***Parties are not required to submit comments or requests following their review of the draft investigative record.*** *Parties who choose to submit comments or requests must use this form and submit it to the Lead Investigator electronically.*

*Parties have (5) business days (cases against Student Respondents) and (10) business days (cases against Employee Respondents), subject to requests for reasonable extensions, to review the draft investigative record and submit in writing:*

* *Comments about content, including submitting a separate request for redaction;*
* *Requests for additional meetings with the investigator; and*
* *Requests for the investigator to conduct further investigation or questioning.*

*Exclusion or redaction requests should be submitted on a separate form found at:* [*titleix.cornell.edu*](http://www.titleix.cornell.edu)*/forms (Exclusion or Redaction Request Form).*

*The Review of Investigative Record Form will become a part of the final investigative record. Parties need not restate testimony, claims, denials, or arguments already made during the course of this investigation. Parties may, however, take this opportunity to provide relevant comments or arguments.*

1. **Comments About Content:**

[Insert Text]

1. **Request for Additional Meeting with the Investigator:**

[Insert Text]

1. **Requests for Further Investigation/Questioning:**

[Insert Text]

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

Party Signature[[2]](#footnote-2)

1. You may use your initials or indicate “Complainant” or “Respondent.” [↑](#footnote-ref-1)
2. Signature may be electronic. [↑](#footnote-ref-2)