

University of the Potomac student leaders bring University values to life through "It's On Us" Campaign addressing the most pressing issues college students face today.

Title IX Office

Knowledge. Accountability. Care.

University of the Potomac University Notice of Non-Discrimination

In compliance with Title IX of the Education Amendments Act of 1972, University of the Potomac University does not discriminate, exclude from participation in, or deny benefits of its educational programs, admission policies, activities, or employment policies and opportunities on the basis of sex. Questions about Title IX may be submitted to University of the Potomac's Title IX Coordinator Lachelle Matthews, 1401 H Street NW, Suite 100, 202-274-2306 lachelle.matthews@potomac.edu and/or the Office of Civil Rights, District Columbia Office, U.S. Department of Education Office for Civil Rights Lyndon Baines Johnson Department of Education Bldg. 400 Maryland Avenue, SW Washington, DC 20202-1100, Telephone: 800-421-3481 FAX: 202-453-6012; TDD: 800-877-8339 Email: OCR@ed.gov

The Title IX Office leads University of the Potomac's efforts to prevent and address sex discrimination, including all forms of gender-based violence and harassment. Our mission is a safe environment for all students, faculty, staff and visitors at University of the Potomac.

Title IX prohibits all forms of sex discrimination, including sexual harassment, sexual violence, dating violence, domestic violence, stalking, and retaliation against individuals reporting sex discrimination.

Title IX protects female and male students, and students who identify as heterosexual, gay, lesbian, bisexual, and/or transgender.

Title IX protects pregnant and parenting students. To learn more, click [here](#).

Title IX requires that members of both genders have equal opportunities to participate in sports and receive the benefits of competitive sports. To learn more, [click here](#).

Title IX requires University of the Potomac to have a prompt, equitable resolution process in place to address sex discrimination complaints, which includes a reliable, impartial, and adequate investigation by University of the Potomac's Title IX Office.

No police report needs to be filed for University of the Potomac to investigate and determine whether a violation of its policies has occurred.

University of the Potomac's policies on sex discrimination can be found in the [University of the Potomac Student Handbook](#) (applies when a student is accused of engaging in sex discrimination) and the [Harassment Code & Accountability Procedures \(HCAP\)](#) (applies when

an employee is accused of engaging in sex discrimination). These policies describe in detail the Title IX investigation and complaint resolution process for sex discrimination complaints at University of the Potomac. Some forms of sex discrimination may also violate Ohio law. Definitions of these crimes as well as how District of Columbia law defines consent can be found in Student Handbook Section 1.6.5.

University of the Potomac students have rights under Title IX and University of the Potomac's sex discrimination policies. A full description of these rights is available at Student Handbook Section 3.6.2.

University of the Potomac must respond to sex discrimination complaints under its own policies regardless of whether a student makes a police report and/or whether a criminal investigation is proceeding.

University of the Potomac students have many reporting options, including confidential resources if the student is not yet sure what they want to do. A University of the Potomac student has the right to report to the Title IX Office and/or law enforcement (Building Security and/or local police department).

University of the Potomac addresses student safety, housing, academic, and other potential regardless of whether the individual engaging in sex discrimination against the student in a University of the Potomac community member and regardless of whether the student files an official report with law enforcement and/or the Title IX Office. University of the Potomac is able to issue a No Contact Notice in cases of sex discrimination. A student may also seek a court-ordered protective order.

On and off-campus mental health counseling, medical, safety, legal assistance, visa and immigration resources are available for University of the Potomac students. If a student has experienced any form of sex discrimination, preserving evidence is important. Evidence can include, but is not limited to: photographs of injuries, medical reports, clothes, electronic communications, and social media posts. If a student has been sexually assaulted, they may obtain a forensic Sexual Assault Nurse Exam (SANE) from University of Cincinnati Medical Center. A SANE nurse is trained to collect evidence suitable for use in criminal, civil and administrative hearings. It is best to have a SANE exam as soon as possible and not to bathe, shower, change clothes, use the bathroom, douche, smoke or brush teeth after the assault to best preserve existing evidence. Even if these actions have been taken, a SANE exam can still be performed up to 96 hours (barring special conditions determined case by case by SANE staff) and evidence may be present. University of the Potomac Police is available to transport victims of sexual assault to University Hospital- a police report is not required to access this service. An Advocate from University of the Potomac's Advocate Program can accompany a student to the hospital and in the exam. A SANE exam is free of charge.

University of the Potomac encourages all community members to educate themselves on how to recognize sex discrimination and provides campus-wide education to students, faculty and staff on engaging safely and effectively as a bystander. For more information, click.

All Title IX questions and concerns may be directed to University of the Potomac's Title IX staff:

Title IX Coordinator: Lachelle Matthews--(202) 274-2306, Lachelle.Matthews@potomac.edu, 1401 H Street NW

Deputy Title IX Coordinator for Employment: Andrea Ford--(202) 274-2317, Andrea.Ford@potomac.edu, Chief Operating Officer

The U.S. Department of Education Office of Civil Rights enforces Title IX. Inquiries should be directed to the [Office for Civil Rights District of Columbia Office](#).