

Complaints for Special Circumstances

Some complaints require a specific reporting process. To file a complaint in one the following areas, follow the directions below.

Complaints related to the Americans with Disabilities Act of 1990

In compliance with The American with Disabilities Act of 1990 (ADA), 38 CFR.105; 35.150 (c) and (d) and the Rehabilitation Act of 1973, Section 504, the [Center for Accommodation and Access](#) offers this on-line form to report unresolved disputes or complaints directly associated with the student's accommodations registered with the Center for Accommodation and Access.

[Submit an ADA Complaint](#)

Complaints regarding Affirmative Action/Equal Opportunity

Columbus State University's Equal Opportunity Policy is as follows and is included in faculty, staff, and student handbooks:

It is the policy of Columbus State University to ensure fulfillment of equal opportunity for all employees, students, applicants for employment and student applicants. No person shall be excluded from participation in, denied benefits of or be subject to discrimination under any University program or activity on the basis of race, color, creed, national origin, religion, gender, disability, or age. Any student with a complaint or concern that is related to these standards should contact the Affirmative Action/Equal Opportunity Office at 706-507-8920. This office is located in Richards Hall.

Complaints are handled by the Human Resources Director/Equal Opportunity Officer or designee. Typical procedure is to interview the complainant, then to interview the campus member against whom the complaint is made and witnesses as appropriate. Documentation is requested as appropriate as well. While it preferable to have the complaint made in writing, it is not required as our philosophy is that any valid discrimination claim, whether in writing or not, should be reviewed.

When the investigation is complete, action taken is based on the findings. If it is determined that inappropriate behavior has occurred, action is taken. If it is determined that inappropriate behavior has not occurred, the complainant is informed and if appropriate is directed to pursue the matter as an academic matter.

Complaints regarding FERPA Compliance

A student has the right to file a complaint with the Registrar concerning alleged failure by Columbus State University to comply with the requirements of the Family Educational Rights and Privacy Act of 1974 (FERPA). Complaints related to potential FERPA violations should be submitted in writing to the following address:

Office of the Registrar
Columbus State University
4225 University Avenue
Columbus, GA 31907

The Registrar, or his/her designee, is charged with investigating the complaint, determining if a violation of FERPA occurred, and communicating the findings to the student. If the complaint is not resolved by the university to the satisfaction of the student, the student may file a complaint to the office that administers FERPA, Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, DC 20202-4605. Records related to those complaints are maintained by the U.S. Department of Education.

Complaints regarding Sexual Misconduct

Columbus State University is committed to creating and maintaining a University community in which all persons can work and learn together in an atmosphere free of all forms of harassment. Therefore, sexual harassment within the Columbus State University community is expressly prohibited. Furthermore, Columbus State University is opposed to sexual assault, and such behavior is prohibited both by state law and by university policy. The CSU Policy states that other forms of sexual misconduct, in addition to sexual harassment and nonconsensual sexual contact, include stalking, dating violence, domestic violence, and sexual exploitation.

Sexual misconduct can be reported to the University's Title IX Coordinator or Deputy Title IX Coordinators.

The University's Title IX Coordinator is:

Sarah Secoy

Title IX Coordinator
Schuster 110
Columbus, GA 31907
Phone: (706) 507-8757
Fax: 706-507-8775
Email: secoy_sarah@columbusstate.edu

The Deputy Title IX Coordinator is:

Amber Dees

Deputy Title IX Coordinator
Richards Hall 313
Columbus, GA 31907
Phone: (706) 507-8634
Email: dees_amber@columbusstate.edu
The state and federal contacts are:

Region IV - Atlanta - Office of Civil Rights

U.S. Department of Health & Human Services
Sam Nunn Atlanta Federal Center, Suite 16T70
61 Forsyth Street, S.W.
Atlanta, GA 30303-8909
(800) 368-1019 (ph)
(800) 537-7697 (TDD)
(404) 562-7881 (local)

U.S. Department of Education

Office of Civil Rights
Phone: (800) 421-3481
Email: ocr@ed.gov

Reports can also be made online. Reporting sexual misconduct may reduce the possibilities of future assaults, harassment, and continued patterns of criminal behavior.

[File a Title IX Complaint](#)

[File an OCR Complaint](#)

If the victim of the misconduct would like law enforcement involvement or if it is an emergency, it should be reported immediately to CSU University Police Department at [706-507-8911](tel:706-507-8911) if the incident occurred on-campus; if it occurred off-campus, it should be reported to local law enforcement. For confidential resources, students are encouraged to contact [Student Counseling Center](tel:706-507-8740) at [706-507-8740](tel:706-507-8740) or the [Student Health Center](tel:706-507-8620) at [706-507-8620](tel:706-507-8620).