

# **Employer Complaint Form**

## **University of Missouri School of Law**

Your name: \_\_\_\_\_ Today's date: \_\_\_\_\_

If you believe you have been subjected to illegal discrimination or offensive conduct by an employer or prospective employer, whether on campus or elsewhere, during the recruiting process or during employment while a law student, including employment as an intern or extern, you are encouraged to complete and return this Complaint Form to the Career Development Office. Once this Complaint Form is received, you will be contacted by the Assistant Dean of Admissions, Career Development and Student Services to discuss the incident reported.

When meeting with the Assistant Dean, you may request that no further action be taken, and that the Complaint Form remain on file with the Law School solely for future reference. However, all Complaint Forms filed will be presented to the Career Development Committee (the "Committee") and, depending on the nature of the incident, the Committee may nonetheless deem further action necessary. In this case, the Committee will notify the student of its decision, and endeavor to act in close coordination with the student who has filed the complaint. In addition, the Career Development Office and the Committee will work with the student to try to maintain the student's anonymity.

Upon receipt of a Complaint Form, the Career Development Office and the Committee will work to address the matter as expeditiously as possible. Please be aware that the Law School does not represent you, and shall have sole and absolute discretion to determine how to proceed once a complaint is filed. You, of course, have the right to pursue any other remedies available to you under the law.

For more information about prohibited conduct and the procedures to be followed in the event of a complaint, please see [insert link to webpage].

Name of person(s) alleged to have engaged in misconduct:

\_\_\_\_\_

Employer and location: \_\_\_\_\_

Date and location of alleged misconduct: \_\_\_\_\_

Detailed description of alleged misconduct: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

