



UNLAWFUL DISCRIMINATION COMPLAINT FORM

Name: _____
Last First

Address: _____
Street or P.O. Box City State Zip

Phone: Day _____ Evening _____

I am a: Student Employee Other: _____

I wish to complain against: _____

Location: _____

Date of most recent incident of alleged discrimination: _____

(Nonemployment complaints must be filed within one year of the date of the alleged unlawful discrimination. Employment complaints must be filed within six months of the date of the alleged unlawful discrimination)

I allege discrimination based on the following category protected under Title 5: (you must select at least one)

- Age
- Ancestry
- Color
- Perceived to be in protected category or associated with those in protected category.
- Ethnic Group Identification
- Mental Disability
- National Origin
- Physical Disability
- Race
- Religion
- Retaliation**
- Sex (includes Harassment)
- Sexual Orientation

Clearly state your complaint. (Describe each incident of alleged discrimination separately. For each incident provide the following information: 1) date(s) the discriminatory action occurred, 2) name of individual(s) who discriminated; 3) what happened; 4) witnesses [if any]; and 5) why you believe the discrimination was because of protected group status [religion, age, race, sex or whatever basis you indicated above]. **If applicable, explain why you believe you were retaliated against for filing a complaint or asserting your right to be free from discrimination on any of the above grounds. (Attach additional pages as necessary.)

What would you like the District to do as a result of your complaint -- what remedy are you seeking?

I certify that this information is correct to the best of my knowledge.

Signature of Complainant Date

Send original to either:

Contra Costa Community College District
Attn: Human Resources
500 Court Street, Martinez
Martinez, California 94553

California Community Colleges
Attn: Legal Affairs Division
1102 Q Street
Sacramento, California 95814

