

## MEDIATION REQUEST FORM (Fall 2018)

*Formal Mediation is the second step in resolving most issues regarding the alleged violations of the Honor Principle; direct discussion with the alleged party/parties is recommended as the first step in resolving a conflict. If you would like to submit a request for formal mediation, please fill out both sides of this form and return it to the mediation subcommittee chair (Kavi Subramanian, M.S. 965). There is also an online form on the Honor Council webpage.*

Name:

Date:

Preferred pronouns (if any):

Email:

Phone:

1. Please name the party or parties to whom a request for mediation should be sent:
2. Please describe how you know that this is the right person:  
(This will be communicated to the party involved exactly as you describe it.)
3. Have you talked with this person/these people?      No      Yes  
  
If not, please describe the factors leading you to request formal mediation:
4. If you talked with this person, please describe why you feel informal mediation was not successful:
5. Please describe the nature of your concern so that it can be communicated exactly as you describe it to the person(s) involved:
6. Goal for mediation (What outcome do you hope will result from mediation?)

7. Which of the following people would you NOT accept as a mediator? (The mediator cannot be a friend or close personal acquaintance.) Please mark all who are NOT acceptable.

Staff: Santi Alston  
Michelle Valintis

Students: Zesean Ali  
Karina Ceron  
Rose Cole-Cohen  
Justice del Castillo  
Louise Hewitt  
Michaela Joseph  
Carmen Perez  
Grey Saquee  
Issac Schuman  
Kavi Subramanian  
Mitzi Zitler

8. Please indicate the times you are available for mediation during the week, including evenings:

Sunday

Monday

Tuesday

Wednesday

Thursday

Friday

Saturday

9. I agree to keep all proceedings confidential.  
Signed,

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*Confidentiality information: Formal mediation and the mediation request process are confidential. Anything you tell us on this form, via e-mail, in person, or through formal mediation, will remain private, except violations of the college's Discriminatory Harassment and Sexual Misconduct Policy and situations when there is a risk of imminent harm. Mediation is dependent on the prior agreement of all parties to keep the proceedings confidential. For more information on Honor Council confidentiality please see the Honor Council Code Section V.B.7.*