

# THE TITLE IX TRAP

## Family Readiness Checklist

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This checklist is designed to help families prepare before a student leaves for college.

Most families think about dorm supplies, class schedules, and meal plans. Few think about legal preparation, policy awareness, or documentation systems.

*Preparation does not mean expecting something to go wrong.  
It means having structure in place in case something ever does.*

**Complete this checklist ideally 60–90 days before move-in.**

### SECTION 1

## Legal Foundation

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### Required Before Move-In

- FERPA Release Signed and Filed**
  - Obtained from university registrar or student portal
  - Signed by student (must be 18 or older)
  - Filed with the university
  - Copy saved digitally and printed
- Medical Power of Attorney**
  - Allows parents to make medical decisions if student is incapacitated
  - Notarized
  - Copy stored digitally and printed
- HIPAA Release**
  - Allows medical providers to share information with parents
  - Signed before departure
  - Copy stored digitally and printed

### Recommended

- General Power of Attorney (Optional)**
  - Allows parents to assist with financial or legal matters if needed
  - Notarized
  - Copy stored securely
- Title IX Defense Attorney Identified Near Campus**
  - Practices in the university's county
  - Confirmed they handle campus disciplinary cases

- Contact saved in both parent and student phones

**Criminal Defense Attorney Identified**

- Practices locally
- Experienced with college-age clients
- Contact saved in both parent and student phones

## SECTION 2

### Policy Awareness

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**Every university's Title IX policy is different.**

Download and review your specific school's full policy before move-in.

- University Title IX policy downloaded**
- Definition of "sexual misconduct" identified**
- Standard of evidence identified**
- Alcohol/incapacitation language reviewed**
- Possible sanctions reviewed**
- Transcript notation rules reviewed**
- Mandatory reporters identified**

*Tip: See the AI Policy Prompt Series resource for help analyzing your school's policy clearly and efficiently.*

## SECTION 3

### Technology & Documentation Setup

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#### Location Sharing

- Mutual location sharing activated**
- Student understands purpose is safety and documentation**
- Parents agree not to monitor constantly**

#### Phone Backup & Cloud Storage

- Automatic phone backup enabled**
- Adequate cloud storage purchased**
- Student understands not to delete potentially important messages**

#### Emergency Contacts

- Parents saved in student's phone**
- Attorney contact saved**

- Campus police non-emergency saved
- Student health services saved
- Nearest hospital saved

#### SECTION 4

### Financial Preparation

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- Emergency funds identified for immediate travel or retainer
- Family understands that legal representation may require significant upfront retainers and has discussed how funds would be accessed if ever needed
- Health insurance coverage verified
- In-network hospital identified

*Preparation reduces panic.  
Calm thinking protects good decisions.*

#### SECTION 5

### The Critical Conversations

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These conversations should occur privately, intentionally, and before departure. Universities operate under administrative processes that are separate from criminal proceedings. Understanding this distinction is essential.

- Discussed elevated risk during the first 12 weeks of college
- Discussed alcohol and memory loss risk
- Discussed how campus investigations differ from criminal court
- Practiced the attorney sentence aloud
- Agreed on "Call Me First" rule

#### SECTION 6

### Immediate Response Framework

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**If your student is contacted regarding an allegation:**

Do not panic.

Do not allow them to provide statements without counsel present.

**Say:**

"I need to speak with my attorney before I answer any questions."

Contact attorney immediately.

Preserve all digital evidence.

See **Essential Scripts & Protocols** for full guidance.

#### FINAL VERIFICATION

### Pre-Departure Check

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- All legal documents signed and stored
- All contacts saved
- All conversations completed
- Policy downloaded
- Technology verified

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Date Completed: \_\_\_\_\_

Parent Signature: \_\_\_\_\_

Student Signature: \_\_\_\_\_

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*The Title IX Trap is an educational resource. It does not constitute legal advice. Consult qualified legal counsel for specific situations.*