



**Human
Resources
Management**

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November 3, 2020

To Whom It May Concern:

This letter is to verify that all faculty and staff employed at Northwest Missouri State University are required to complete trainings annually through SafeColleges. The mandatory trainings include topics regarding the prevention of discrimination and sexual harassment. Students who are employed through the Student Employment Program at Northwest Missouri State University are also required to take the trainings regarding the prevention of discrimination and sexual harassment.

Please let me know if you need any further assistance or have any questions at this time.

Sincerely,

Michelle Drake

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Northwest
focuses on
student success –
every student,
every day.
