

### Incident Report is filed

- A Conduct Officer is assigned to a case
- Conduct Officer conducts investigation



### Student receives Charge Letter

- Letter outlines: the policy violation, date/time of violation, summary of violation, list of witnesses and sets the date/ time/ and location of conduct meeting
- Letter is sent in an email to the student's university email address



### Student has a conduct meeting

- Student responds to the policy violation
- Student may bring an advisor
- If the student does not attend meeting, it may be held in their absence



### Student is found not responsible

- Case Closed

### Student is found responsible and does not agree with decision

### Student found responsible and consequence is separation from housing or University



### Appeal

- Student has 5 business days to appeal the decision
- Appeal may be requested for the following reasons:
  - Procedural Error
  - New Information

### Student requests a hearing

- Student attends hearing prep meeting
- Student requests hearing with Hearing Authority



### Appeal

- Student has 5 business days to appeal the decision

## Student Conduct - Individual