

The Appeal Process

Respondents have five business days from the date of the notice of finding(s) and sanction(s) to submit a request for appeal. Unless noted otherwise in writing, sanctions are imposed and in effect, pending any appeal. The Dean of Students Office will determine where the case will be appealed based on the following.

- A. Cases originally adjudicated by the Office of Community Living will be appealed to the Dean of Students Office, the Student Conduct Review Board or designee. The Student Conduct Review Board will make appeal recommendations to the Dean of Students Office.
- B. Cases originally adjudicated by the Associate/Assistant Dean of Students will be appealed to the Dean of Students or the Student Conduct Review Board. The Student Conduct Review Board will make appeal recommendations to the Dean of Students.
- C. All appeals must be in writing, written by the student, and must specify the grounds for the appeal. The University does not accept appeals submitted by others (including parents and attorneys on behalf of a student); the student must file their own appeal. Appeals are reviewed upon any of the following three grounds:
 - 1. New evidence is presented on appeal, which was not available at the time of the original adjudication, and such evidence is likely to have affected the original decision.
 - 2. The hearing officer, or Student Conduct Review Board, committed a procedural error in the original handling of the matter, which was prejudicial to the rights of the student as documented in the Student Code of Conduct.
 - 3. The severity of the sanction(s) is excessively harsh relative to the nature of the student's infraction.

The Dean of Students or designee will notify the student in writing of their decision within ten (10) business days. The appeal decision is final.