Incident occurs and a report is written.

Report is sent to Office of Student Conduct (OSC)

OSC assigns case to the Director of Student Conduct or the Assistant Director of Student Conduct. (If there is a large number of cases some may be assigned to a member of the University Housing staff).

An initial hearing is held with the student.

Student takes responsibility for policy violation during the initial meeting .

Sanctions are given to student for policy violation.

Student completes assigned sanctions and submits to OSC.

OR

Student appeals sanctions.

Appeal is heard by appeal officer.

Appeal officer issues final decision. Decision will either be upheld or amended.

Student pleads "no plea" or "not responsible" for the policy violation during the initial meeting.

Student will either participate in a formal hearing immediately or one will be scheduled for a time at least 4[illegible]-hours after the initial meeting.

Formal hearing is held with student (Scripted and recorded). Decision will be issued by hearing officer.

Case is resolved and paperwork is filed with OSC.

OR

Student appeals decision of hearing officer.

Appeal officer hears the appeal and makes a final decision. Decision will either be upheld or amended.