

Appeal Form for Separable Violations (Conduct and Academic Integrity)

Under the University Code of Student Conduct (UCSC), you may appeal the finding and/or sanction in your disciplinary case. **You have ten (10) working days from the date of the letter confirming your sanction to file an appeal.** If you fail to submit an appeal by the deadline, your sanction will go into effect immediately.

You may file an appeal in the following circumstances:

1. Your sanction is grossly disproportionate to the offense.
2. You have discovered new and significant evidence which you, being properly diligent, could not have discovered before or during your original hearing or Disciplinary Conference.
3. There were procedural errors or errors in the interpretation of University regulations so significant as to effectively deny you a fair hearing or Disciplinary Conference.
4. The finding of the original Hearing Board or Conduct Officer was unsupported by the available evidence.

If you accepted responsibility for the charges against you, you may appeal **only** the sanction.

The Campus Appeals Committee will consider your appeal based solely upon the above criteria. Your appeal will be decided on the basis of your written statement, the case file, and any statements submitted by the complaint party, Conduct Officer, and Hearing Officer (if applicable). An appeal is **not** a new hearing; the Committee will not meet with you or re-hear your case.

Your appeal will be heard by the appeals committee at your regional campus. In the case of academic integrity violations, the committee will consist of two students and one faculty member. For a conduct violation, the committee consists of one faculty member, one student, and one staff member. You will be notified by email when the meeting of the appeal committee has been scheduled.

The appeal committee may:

- Affirm the finding and the sanction.
- Affirm the finding and remand the sanction to the sanctioning official for reconsideration. In this case, the sanctioning official may not increase the original sanction.
- Remand the finding to the original Hearing Board or Conduct Officer.
- Remand the finding to a new Hearing Board or Conduct Officer.

You will be notified by email of the committee's decision. Unless you have been placed on interim suspension, you may continue to attend classes and complete exams and assignments until the appeal process has concluded.

Instructions

1. Indicate which of the above grounds (see items 1 – 4 on page 1) forms the basis for your appeal:

1 2 3 4 (circle all that apply)

2. Attach to this form a statement detailing the reasons for your appeal. Attach any supporting evidence.

3. Sign and date this form, indicating that you have read and understand the above information.

Name (print) _____ RUID _____

Signature _____ Date _____

4. Attach this form to your appeal statement and supporting evidence and submit it to the Director of Student Conduct at the address above.