

**Office of Student Life**

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**DISCIPLINE COMMITTEE HEARING SUMMONS AND CHARGE NOTICE**

**Preferred Against**

Name: \_\_\_\_\_ Student I.D. Number \_\_\_\_\_

Address: \_\_\_\_\_ Telephone Number \_\_\_\_\_

You are summoned to appear before the University Discipline Committee on Tuesday, **XXXXXXXXXX at 00:00 .a.p.m.** in **XXXXXXXXXX** of the Student Union. The committee will hear an appeal of the sanctions administered with respect to violations (listed below) of the Code of Student Conduct.

**The specific charges are:**

**Supporting Information: (Describe in detail the violation(s) giving date, time, location, and witness(es). Attach statements if available.**

**In accordance with Section 2.41 of the Code of Student Conduct, you are hereby notified that:**

- A. You have the right to a private hearing;
- B. You have the right to appear alone or with an attorney, advisor or friend. The SGA Director of Rights and Grievances is available to assist students in the preparation of their defense and may attend the hearing at the request of the student defendant.
- C. You have the right to challenge hearing committee members;
- D. You have the right to know what documentary evidence will be offered against you;
- E. You have the right to know the identity of each witness who will testify against you;
- F. You have the right to summon witnesses.
- G. You have the right to offer evidence in your behalf;
- H. You have the right to argue in your behalf;
- I. You and the Dean have the right to cross examine each witness; and
- J. You have the right to appeal the decision of guilt or any sanction resulting there from.

The procedures for conducting the hearing are listed on pages 12 through 14 of the Code of Student Conduct. A copy is attached for your reference. Please contact me if you have questions or need additional information.

**DATE:** \_\_\_\_\_ **STUDENT:** \_\_\_\_\_

**DATE:** \_\_\_\_\_ **STUDENT JUDICIAL OFFICER:** \_\_\_\_\_