



APPEAL PROCESS

1. Student Appeals of the Sanctioning Recommendations from the Peer Review Board

If a student wishes to appeal the Peer Review Board's recommended sanctions, she can obtain the process for appeal guidelines from the Campus Information Center.

2. Peer Review Members Serving on the Appeal Board

If a student wishes to appeal the Assistant Dean of Students sanctions, she can obtain the process for appeal guidelines from the Campus Information Center. The Appeal Board will consist of 3 Peer Review Board Members, the Peer Review Board Staff Member At Large, the Director of Residence Life, and one faculty member appointed by Student Development. The Director of Residence Life will automatically assume the role of the chairperson.

APPEAL PROCESS

A student who wishes to appeal the decision of any judicial party must file an "Intent to Appeal" form from the Information Center within two working days after learning the decision. The student will then be permitted up to three working days to prepare and hand deliver a written appeal to the appropriate party. Pending the response to the appeal, the student's status as a student will remain unaltered except in cases where there are reasons relating to the emotional or physical welfare of the student or of others, or reasons involving the safety of persons or property.

GROUNDINGS FOR APPEAL

The student may appeal only on the following grounds:

- Procedural due process
- Absence of sufficient evidence to support the decision
- Submission of new evidence.

Please Note: The severity of the sanction is not considered an acceptable reason to appeal.

An appeal shall not be considered to have been filed properly or timely unless it is specific. Letters must be complete enough so that a personal appearance will not be necessary. However, it is up to the discretion of the hearing party to request the presence of the person(s) filing the appeal. **A letter, which merely lists the grounds of appeal without concern for the individual case at hand, may be dismissed as frivolous.**

All appeals should be handle within two weeks from the time the Intent to Appeal letter is received.

Intent to Appeal Form

Name: _____

Phone Number: _____

Address: _____

Please check one:

_____ Appealing a PRB recommendation

_____ Appealing the Assistant Dean of Student decision

Please **type** in a different piece of paper your reason(s) for the appeal