## Filing an Appeal

Below is a list of reasons you may appeal the decision. If you had an administrative hearing, e.g., you pled "In Violation" and were sanctioned by the conduct officer, you may only appeal on the basis of "Severity of Sanctions". If you pled "Not In Violation" and appeared before the University Hearing Board, you may appeal for any or all of the reasons listed below. Please submit the "Filing an Appeal" form found on the SCCS website. You have seven business days from the date of the sanction decision to appeal. Upon receipt of your appeal, the University Appellate Board will meet shortly thereafter and review all relevant documentation regarding your case.

## Grounds for appeal:

**Severity of sanctions**: To determine whether the sanction(s) imposed was appropriate for the violation of the Code of Conduct the student has taken responsibility for committing.

For example: The normal sanction for a first-time alcohol violation is one year of Disciplinary Probation. The two years I received is excessive.

**Improper procedure**: To determine whether the original hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and present information that the Code of Conduct was violated, and giving the accused student a reasonable opportunity to prepare and present a rebuttal of those allegations.

For example: I was only given two days notice of my hearing. I was not given ample opportunity to prepare my case.

**New information** that has become available, but was not available at the time of the hearing: To consider new information sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original hearing.

For example: My roommate came forward yesterday and said that the drugs found in the room were his and only his. He only told me this after my hearing.

**Insufficient information**: To determine whether the decision reached regarding the accused student was based on a preponderance of the information, that is, whether the facts in the case were sufficient to establish that "it is more likely than not" that a violation of the Code of Conduct occurred. In making such a determination, the Appellate Board shall not substitute its judgment for the judgment of the Conduct Board, but instead will review the Conduct Board's determination only to see whether there was information sufficient enough to support the result reached.

For example: I was never identified as being at the location of the incident and the report made by Public Safety doesn't list me as being there. There are no witnesses. How did the board reach the decision they did?