Appeal a Judicial Decision Form

*Per the* Student Code of Rights and Responsibilities *Section of the Student Handbook and Code of Conduct, students may appeal a judicial decision per Article IV-D. Students can only appeal a sanction for the following reasons:* A: To determine whether the hearing was conducted fairly in light of the charges and evidence presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and present evidence that the Student Code was violated, and giving the Accused Student a reasonable opportunity to prepare and to present a rebuttal of those allegations. Deviations from designated procedures will not be a basis for sustaining an appeal unless significant prejudice results.  
 B: To determine whether the decision reached regarding the Accused Student(s) was based on substantial information, that is, whether there were facts in the case that if believed by the fact finder, were sufficient to find that a violation of the Student Code occurred.  
 C: To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.  
 D: To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such evidence and/or facts were not known to the person appealing at the time of the Hearing.

**Please check at least one reason above as to why you are appealing. From there, please provide the rationale for your appeal:  
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**\*If students need additional space, please attach a word document with the appeal form.**

*Please complete the following information and return this documentation to* ***the Dean of Students or their designee*** *within three calendar days of the letter of resolution received.*\* For an appeal where the respondent is found responsible for sexual assault, the case must be heard by a Campus Standards Board where the Dean of Students or their designee is the chair. The Campus Standards Board will operate in the same entity it would for a hearing, except members of the Campus Standards Board may ask for the sole purpose of fact finding and clarification of the reason for the appeal.

Name: Phone Number:   
Current Building: Trinity St. Josephs Hall Agnes House Katherine House Leo House   
Rufino House Not in Campus Housing   
Current Room #: Current Mailbox:

Incident Date:  Building: Room:    
Incident Description:  Alcohol Bias Related Incident Drugs Fire Safety Hate Crimes Smoking Theft/ Vandalism  
 Violence/ Weapons Title IX  Residence Hall Policies  
Responsibility: Responsible Not Responsible Unfound   
Sanctions:  Probation Community Service Restitution/Fine Educational Experience Reflection Paper Drug/Alcohol Class Parent Notification No Contact Order Persona Non Grata Loss of Privileges  Suspension- Housing  Suspension- College  Expulsion

Signing this form means you have read and understood the Judicial Appeals process found in the Student Code of Rights and Responsibilities *Section of the Student Handbook and Code of Conduct in Article IV-D. As a student of Hilbert College, I understand my due process and rights in the judicial process.*

Signature: Date:

Student Conduct Administrator Official:  Dean of Students Director of Judicial Affairs Designee  
Students Appeal: Appeal A Appeal B Appeal C Appeal D   
Hearing Granted: Yes No  
 Hearing Type: Administrative Hearing Campus Standards Board No Hearing Granted   
 Student Conduct Administrator:   
  
Responsibility: Responsible Not Responsible  
Revised Sanctions: Sanctions:  Probation Community Service Restitution/Fine Educational Experience Reflection Paper Drug/Alcohol Class Parent Notification No Contact Order Persona Non Grata Loss of Privileges  Suspension- Housing  Suspension- College  Expulsion  
Ability to Appeal: Yes No  
Notice of Resolution Sent On:   
Notes: