Informal Hearing Procedure at Off-Campus Residential Program Sites Flow Chart

Notified of Incident/Violation
↓
Contact IGSD for Consultation
↓
Investigate Incident
↓
Investigation Concludes
↓
Consult with IGSD

Incident ***does not*** Require Formal Action
↓
CASE CLOSED

Incident ***requires*** Formal Charges and Informal Hearing
↓
Notice of Charges Pending Sent to Student (consult IGSD)
↓
Informal Hearing Held (Minimum of 48 hours after notification)
↓
Student Responsibility Determined

Student Found ***Not Responsible***
↓
Student notified in writing regarding outcome (consult IGSD)
↓
CASE CLOSED

Student Found ***Responsible***
↓
Consult IGSD/Dean of Students Regarding Possible Sanctions
↓
Sanctions Determined and Sanction Letter Written (consult IGSD)
↓
Sanction Letter Sent to Student
↓
CASE CLOSED
↓
Copies of all Materials Sent to IGSD
↓
IGSD Forwards Materials to Dean of Students