



THE UNIVERSITY OF ARIZONA  
**GLOBAL CAMPUS**  
Student Affairs

# *Office of Student Conduct*

## **Guide for Students**



The purpose of this guide is to provide information about the Office of Student Conduct processes. This office responds to any alleged violations of the Community Standards as educational opportunities to address students' individual developmental needs and to address any threats to University integrity.

Student Conduct proceedings at the University of Arizona Global Campus exist to protect the educational interests of the community, and provide learning opportunities for students whose behavior is not in alignment with University expectations. For a more detailed description of any information provided in this guide, please refer to [the Student Rights and Responsibilities section of the University Academic Catalog.](#)

# Process Overview

The conduct process exists to protect the interests of the community, and to intervene when student behavior is not in accordance with the Standards. Students should be aware that the student conduct process is different from criminal and civil court proceedings. Procedures and rights in student conduct processes are conducted with fairness to all, but do not include the same protections afforded by the courts.

## CONDUCT PROCEDURES

When a referral is received by the Office of Student Conduct, students will to be required to complete a conduct appointment. These are non-adversarial discussions of the misconduct with the student and an impartial Conduct Officer. The assigned Conduct Officer will review the allegations and speak with the student regarding the referral and student conduct processes.

After completion of a conduct appointment, the Conduct Officer will complete a comprehensive review of all documentation and a number of factors including the severity of offense, overall student conduct record, and applicable impact to the community and its members. The Conduct Officer will determine responsibility for any alleged violations and may determine an informal resolution through developmental sanctions, or make a referral to the Student Community Standards Committee for a formal hearing.

## FORMAL HEARING PROCEDURES

Students have the right to request a formal hearing should they not agree with their outcome received after the conduct appointment. The Student Community Standards Committee is a neutral body consisting of faculty and senior level administrators at the University. By majority vote, they may support or change a decision, increase, decrease, or modify a sanction.

Cases where the Conduct Officer has determined that the factors are severe enough that suspension or expulsion is a possible consequence will require that the student meet with the Student Community Standards Committee for a formal hearing. Based on the preponderance of evidence (more likely than not), the Committee will make a determination to decide on appropriate sanctions to be applied as a result of the behavior.



**The Student Community Standards are Integrity/Academic Dishonesty, Community, Fairness, Respect and Responsibility.**

# ***Student Responsibilities and Information***

Students should be prepared to:

- Respond to all requests made from the University throughout the Student Conduct process;
- Confirm and participate in scheduled appointment and/or hearing times.

Please note, failure to participate or comply may lead to additional holds being placed on your account or may be considered an additional conduct violation.

Student Conduct Officer will:

- Provide written notice of the specific allegation(s) and Student Community Standards violation(s)
- Provide at least 7 days advance notice of a formal hearing.
- Notify student of the outcome within seven (7) business days of the hearing.

## ***Sanctioning***

Sanctions are intended to benefit the specific developmental needs of each individual student while protecting the integrity of the University. These can include, but are not limited to:

- Grade Changes
- Online Modules/Quizzes
- Reflective Essay(s)
- Informational Meetings
- Writing Center
- Library Coaching
- Faculty Coaching
- Writing Center Review Service
- Educational Projects
- Formal Warnings
- Separation from the University (i.e., suspension or expulsion).

When applicable, sanctions must be completed prior to reentry.

### **HOLDS**

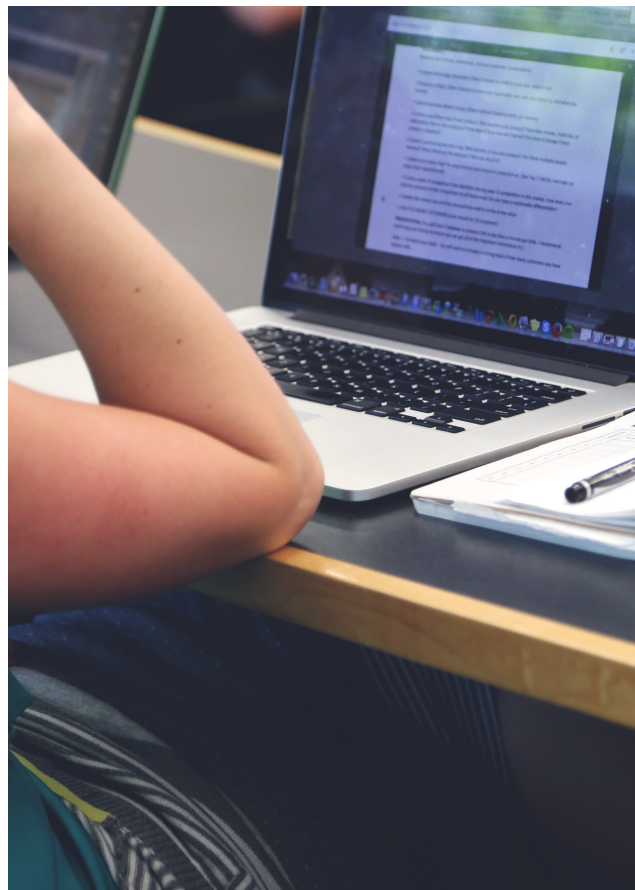
A hold may be placed on your account preventing registration for future courses, access to transcripts, and/or financial aid disbursements.

### **STUDENTS WITH DISABILITIES**

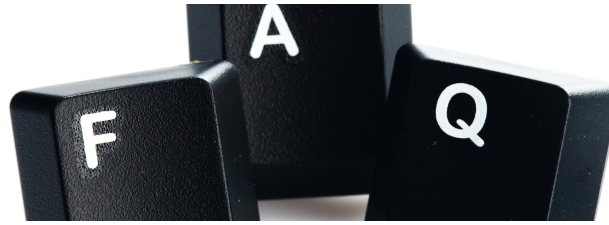
If you require accommodations for a disability in order to participate in the Student Conduct process, please make your request in writing to [scs@uagc.edu](mailto:scs@uagc.edu).

### **APPEAL PROCESS**

To Petition To Appeal the outcome of a hearing, if you participated, please contact [scs@uagc.edu](mailto:scs@uagc.edu). You will need to substantiate one of the (3) three basis for which an appeal should be granted and submit your appeal within 7 business days.



# ***Frequently Asked Questions***



## **Why was I referred to the Office of Student Conduct?**

Please review your Referral Notification. Exhibits are included with your notification letter outlining the violation. Typical violations are academic dishonesty, or violations of Fairness, Respect, Responsibility, and Community. You can review our standards [here](#).

## **What do I do after I receive the Referral notification?**

In your notification letter, you may be asked to complete writing center activities or request an appointment time with your Student Conduct Officer. Please review and contact your Student Conduct Officer with any questions at [scs@uagc.edu](mailto:scs@uagc.edu).

## **Can I still take courses?**

You may be allowed to continue the course you are in, however future classes may be unscheduled until the conduct process is complete.

## **How long will this process take?**

The conduct process has multiple steps which may include a formal hearing, in which sanctions will be determined that may include separation or developmental projects that must be completed prior to continuing in your program. There is no set timeline for completion of this process.

## **Will I get kicked out of school?**

Student Conduct tries to afford developmental opportunities for students. However, some cases are severe enough that suspension or expulsion is a possible consequence.

## **When will I receive my written statement form and what should I write?**

Upon completion of the appointment with your conduct officer, you will receive a written statement form. You are encouraged to review all the previous communication with your Conduct Officer (i.e., Notification Letter, Catalog, this Guide) before filling out your written statement form. Your written statement is your first impression on the Committee. You are encouraged to be truthful and reflective.

## **Who can I contact if I have more questions?**

You can always reach out to your Student Conduct Officer at [scs@uagc.edu](mailto:scs@uagc.edu).