

Hearing Appeal Request Form

I. Student Information

Student Name: _____ PID: _____

Original Hearing Date/ Time: _____

II. Requesting an Appeal

A student found responsible for academic misconduct by a hearing panel or at an administrative hearing has **ten (10)** class days after being notified of the decision to request an appeal hearing in writing to the Assistant Provost/Director of the Office of Undergraduate Academic Integrity.

For an appeal to be considered valid, one or more of the following reasons must be cited and appropriately supported in the written request for appeal:

- Substantial new and relevant evidence not available at the time of the original hearing. Such evidence must have been unavailable prior to or during the formal hearing, not merely evidence that a student chose at the time not to share or obtain.
- Procedural irregularities.
- Sanction(s) not commensurate with the violation. These are not sanctions that a student disagrees with, but rather sanctions inconsistent with one's conduct or with case precedent.
- Finding of responsibility inconsistent with the facts presented during the hearing.

Please check all the boxes above that apply to your request, and submit this form along with your written request for an appeal hearing to the Office of Undergraduate Academic Integrity.

The Assistant Provost/ Director of the Office of Undergraduate Academic Integrity will evaluate the appeal hearing request to determine whether an appeal hearing is warranted based on the allowed reasons for an appeal. If the appeal hearing is granted, members of the appeal hearing panel will be different from those who served on the original hearing panel and will be drawn from the Honor Council. The decision reached by the Honor Council in the appeal hearing is final.

Your request for an appeal must be submitted to the Office of Undergraduate Academic Integrity within **ten (10)** class days after being notified of the decision of your original hearing. Please contact the Office of Undergraduate Academic Integrity at (540)-231-9876 if you have any questions or concerns.

Student Signature

I have been notified of the decision of my original Undergraduate Honor System Hearing. I understand that a request for appeal must be submitted in writing, along with the Appeal Request Form, to the Director of the Office of Undergraduate Academic Integrity within **ten (10)** class days.

Student Signature _____ Date _____

Office Usage: Receipt of Appeal Request

Date/Time _____

Staff Signature _____

Invent the Future