



Office of Undergraduate Academic Integrity
 385 West Campus Drive
 Hillcrest Hall, Room 103 (0909)
 Blacksburg, Virginia 24061
 540-231-9876; honorsys@vt.edu
 www.honorsystem.vt.edu

Hearing Appeal Request Form

Student Name: _____ Student ID #: _____

Original Hearing Date: _____ Time: _____

A student found responsible for academic misconduct by a hearing panel or at an administrative hearing has ten (ten) class days after being notified of the decision to request an appeal hearing in writing to the 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 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. ***All appeals should include a written request outlining the reasoning behind the request for an appeal, as well as any and all information the student would like to be considered.***

The 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 an appeal must be 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 Use Only: Receipt of Appeal Request

Date/Time _____ Staff Signature _____