

Respondent Statement of Rights

St. Norbert College

This form is intended for respondents participating in a hearing with the College Community Relations Board (CCRB)

Specifically, the respondent's rights before a hearing are as follows:

1. To receive a written notice of the charge(s).
2. To have an outline of rights prior to an administrative hearing.
3. Provide a statement to the Lead Investigator to be used in the hearing.
4. Participate in a pre-hearing interview with the Director of Student Judicial Affairs to review rights and responsibilities.
5. To review all available documents and information related to your incident which can be used at the CCRB or administrative hearing.
6. To obtain a copy of your disciplinary record upon request.
7. To have the option to be assisted by one advisor within or beyond the College. This option will be discussed with you during the pre-hearing interview. *
8. To indicate any concerns of bias regarding the 3 to 5 person panel (students, staff, and faculty) available for the hearing.
9. To request for a translator during a hearing. This option will be discussed with you during your pre-hearing interview.*
10. To be provided accommodations that are within reason, which can include referrals

The respondent's rights during the hearing are as follows:

1. To appear in person and present your side of the situation.
2. To hear all testimony relevant to your hearing.
3. To be assisted by one advisor within or beyond the College. The advisor has no speaking role in the process.
4. To be accompanied by a parent(s) or guardian(s) at the hearing. The parent(s) or guardian(s) have no speaking role in the process. *
5. To be assisted by a translator, if applicable.
6. To prepare a written character statement and present it to the Board before deliberations.
7. To ask any relevant or clarifying questions to the Chair of the CCRB upon conclusion of the hearing.
8. Provide up to 5 letters of support which meet the criteria provided to you in your pre-hearing interview.
9. To be treated with respect by campus officials.

The respondent's rights after the hearing are as follows:

Pre-Appeal

1. To participate in a post-hearing interview with the Director of Student Judicial Affairs to discuss the results of the hearing.
2. To submit an electronic Request for Appellate Consideration Form to the Office of Student Judicial Affairs within 3 business days of receipt of one's outcome letter.
3. To be notified of the date, time, and location of the hearing at least 3 business days before the date of the appeals hearing.

During Appeal

1. To appear in person and present your appeal.
2. To be assisted by one advisor within or beyond the College. The advisor has no speaking role in the process.
3. To be accompanied by a parent(s) or guardian(s) at the hearing. The parent(s) or guardian(s) have no speaking role in the process.
4. To be assisted by a translator, if applicable.
5. To prepare a written character statement and present it to the Appeals Board before deliberations.
6. To ask any relevant or clarifying questions to the Chair of the Appeals Board upon conclusion of

<p>to counseling and psychological services, health & wellness services, and academic accommodations, to name a few.</p> <p>11. To be treated with respect by campus officials.</p>		<p>the hearing.</p> <p><u>Post-Appeal</u></p> <ol style="list-style-type: none"> 1. To participate in a post-appeals hearing interview with the Director of Student Judicial Affairs to discuss the results of the hearing. 2. To be notified of an appeals outcome within 14 business days or soon after. 3. Upon completion of the appeals process, the decision rendered by the Appeals Board is final and cannot be changed. 4. To be treated with respect by campus officials.
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An asterisk () indicates requirement of a FERPA Authorization Release by the respondent.*

Subject to all other provisions of The Citizen, any student or student organization with an infraction under The Citizen shall be presumed not responsible until found responsible by the evidentiary standard of preponderance of the evidence. For severe accusations, repeated offenses, and/or safety concerns, a student may be immediately removed from campus.

I _____ have received and reviewed the information listed above on this form.
Respondent's Printed Name

Student's Signature:

Today's Date:
