



# FULL ADJUDICATION HEARING PROCESS

# 1

## **An incident has been reported and you are listed as someone who potentially violated the EWU Student Conduct Code.**

The Student Rights and Responsibilities (SRR) office will send you a Notice of Allegation/Prehearing conference letter with the date, time and location to meet with your assigned Conduct Review Officer. Remember that until a decision is made at your brief adjudicative hearing, you are assumed not responsible for the reported incident.

Note: If the alleged violation involves sexual misconduct or interpersonal violence, an investigation and referral to the EWU CARE team will occur.

# 2

## **Prehearing Conference Meeting: At this meeting you will review the student conduct hearing process. These next steps may help you prepare for the prehearing conference**

- Review the EWU Student Conduct Code
- Review your rights as a student
- Select an advisor, if you choose to have one, and invite them to the meeting
- If you choose to have an advisor, you must fill out the Release of Information (ROI) form at the following link: <https://inside.ewu.edu/records-and-registration/ferpa/>
- If your advisor is an attorney, they will need to submit a Notice of Appearance to SRR at least two days prior to the hearing date, in addition to you completing the ROI for them.
- Request any needed accommodations for the meeting, such as a language interpreter, ASL interpreter, or need larger print documents

At the end of the prehearing conference, a hearing date and time will be selected to go before the Student Disciplinary Council. A Notice of Hearing letter, exhibit lists, witness lists (if any), and any other relevant documentation will be sent to the student prior to the hearing. Any documentation that the student wishes to submit for their case must be sent to Student Rights and Responsibilities at least five calendar days prior to the hearing. See [WAC 172-121-122](#) of the EWU Student Conduct Code for a full review of the FAH.

# 3

## **A Decision is made**

After the FAH is concluded, you will be notified of the decision by email and postal mail within 10 business days of your hearing.

# 4

## **Your option to appeal.**

You have 10 business days after receiving the decision to submit an appeal. For more information regarding the appeal process, see [WAC 172-121-130](#).