

Advisor Form

Advisor – Any one person (unrelated to the case at issue), including an attorney, chosen by the Charged Student or Organization or Impacted Student to assist him or her throughout the disciplinary process.

Per the Student Code of Conduct, the Charged Student or Organization may have, at his or her own expense and initiative, one advisor present at the hearing. It is the student's responsibility to make appropriate arrangements for the advisor to attend the hearing time scheduled by the administrative office hearing the case. The advisor may be present, but shall not speak or present the case for the student or otherwise participate directly in the proceeding. If the advisor fails to adhere to his or her defined role, then the advisor may be removed from the hearing. The Charged Student must sign a Release of Education Records to a Third Party form to allow an advisor to receive his or her information. A hearing will not be delayed or rescheduled based on the availability of an advisor or witness(es).

Communication regarding the case will be made directly with the Charged student. It is the responsibility of the Charged Student or Organization to relay information to his or her advisor.

Requester's Name: _____

Requester's UIN: _____

Requester's Phone Number: _____

Requester's Email Address: _____

Advisor's Name: _____

Advisor's Phone Number: _____

Please indicate that you understand the role of the advisor by checking each statement and signing below.

_____ I will be accompanied by an advisor during my participation in the student conduct review process. I have shared information about the hearing process with my advisor, including information about the role of the advisor. I understand that my advisor cannot speak for me. I further understand that if my advisor does not adhere to his/her defined role, he/she may be removed from the hearing.

_____ I have signed a Release of Education Records to a Third Party to allow an advisor to receive a Student's information.

Signature of Requester

Date

