

The Code of Student Conduct provides the definitions and procedures used to respond to complaints regarding student behavior. Many of the rights and responsibilities found in the Code of Student Conduct are highlighted below. To learn more about student rights and responsibilities, refer to the Code of Student Conduct at studentconduct.osu.edu.

3335-23-08-A: Students shall receive written notice of university charges, through one of multiple methods of communication, including: in person; in a residence hall mailbox; by email to official university email address, which may then direct the student to view the notice in a secure website; by text message or other electronic communication; or by mail to a local or permanent address.

3335-23-08-C: Students are afforded the opportunity to meet with a university official following the notification of charges.

- University staff members authorized to investigate complaints usually request a meeting with students prior to issuing charges.
- Once charges are issued, students can request another meeting.
- Students are strongly encouraged to meet with a university official.

3335-23-12-C: Students may choose to bring an advisor (i.e., support person) for support throughout the disciplinary process.

- The advisor may be any person other than a witness.
- The advisor may only counsel the student and may not actively participate in the process.

3335-23-08-D: Students are offered options for the resolution of charges.

- Generally, and in accordance with and as provided by Ohio law and the Code of Student Conduct, students may choose between an administrative hearing or a hearing before the University Conduct Board to resolve charges other than those related to:
 - ◊ **3335-23-04-A:** Academic Misconduct
 - ◊ **3335-23-02-C:** Discrimination and harassment, including, but not limited to sexual misconduct, based on a protected class, prohibited by university policies 1.15 and 1.10, which can be found on policies.osu.edu.
- **3335-23-09:** NOTE - If students fail to respond to the initiation of charges and there is enough information to support finding a violation, the hearing officer may issue an administrative decision, as long as the sanctions do not include suspension or dismissal.

3335-23-09: An administrative decision allows the student to admit, in writing, to the violation(s), and serves as a request to have appropriate sanctions made by the hearing officer, rather than having charges referred to a hearing body.

- In these cases, the student waives rights to a hearing and any procedural guarantees that come from taking part in a hearing.

3335-23-10-C: In accordance with and as provided by Ohio law and the Code of Student Conduct, students have the opportunity to request a separate hearing and choose either an administrative (with one university official) or board hearing, except under special circumstances.

- **3335-23-11-C:** Students will receive notice of the hearing at least 10 calendars prior to the hearing, including all charge(s), logistical information, and statement of student's rights.

◊ **3335-23-11-D:** The respondent may request to postpone the hearing for a reasonable cause, which must be made in writing and received by the person sending the hearing notification at least 2 business days in advance. Decisions on postponements are made at the discretion of the university.

- Attendance at hearings, though not mandated, is strongly encouraged and also limited to respondents and those directly involved or requested by the hearing body.

• **3335-23-12-D:** Students will be informed of witnesses invited to attend the hearing by the university and will be able to invite relevant factual witnesses to attend.

◊ The respondent will have the opportunity to ask questions of all witnesses.

- **3335-23-14:** A single record of the proceedings, consisting of written notes, audio recording, or another method determined by the hearing body, will be made. This will remain the property of the university but will be made available to the respondent for review during the appeal period.

• **3335-23-12-E:** Students will only be found in violation if a preponderance of evidence supports the charges.

3335-23-17: Students found in violation of the code, or who accept responsibility for violating the code, will receive sanctions that should be commensurate with the violations found to have occurred.

- A disciplinary sanction: a formal reprimand, disciplinary probation, suspension, or dismissal will be given in addition to (in most cases) educational outcomes.

3335-23-18: Students found to have violated the Code of Student Conduct have the right to appeal the original decision.

- All appeals must be sent within five working days after the date on which notice of the decision was sent to the student, unless the deadline was extended in response to an extension request as described in 3335-23-18-A(2).
- Students who accept responsibility through an administrative decision waive their right to appeal except on the basis that the disciplinary sanction is grossly disproportionate to the violation(s) committed.
- Students are limited to one appeal of a decision, and the decision of the appeal officer is final.
- Information on how to submit an appeal, including grounds for appeal, will be included with communication following a decision from the appropriate hearing body.

