



Student Code of Conduct Violation Report

INSTRUCTIONS:

1. The instructor will complete the top portion of this form listing which regulations have been violated and forward form to the Center Director.
2. The Center Director shall review form and try to resolve the issue with the student and instructor. If unresolved, the form should be forwarded to a Student Services representative.
3. The Student Services representative will complete the form in the designated space, providing details of a resolution to the problem and forward to the Dean of Students for approval.
4. The Dean of Students shall approve/disapprove and forward to President for final approval.

Student _____

AIS# _____

Program _____

Date of Report _____

Special Education Student Yes ___ No ___

Instructor _____

Print/Sign

Description of incident _____

CENTER DIRECTOR

Date Received _____

___ Emergency

___ Non-Emergency

Persons Interviewed: 1. _____

2. _____

3. _____

Remarks _____

Recommendation _____

Center Director Signature _____

Date _____

