



# STUDENT CONDUCT PROCESS (GENERAL OVERVIEW)



## Notification from Hearing Officer or Student Conduct

The Office of Student Conduct receives information about policy violations in several ways (i.e. University Police reports, Residential Center reports):

- A Hearing Officer (Student Affairs Professional Staff Member) will be assigned to the conduct case
- Students will be notified via their Bentley email of their alleged violations
- Students can review on their account (link sent via email)



## Attend your meeting

### Pre-Administrative Hearing:

- These are optional meetings that are designed to educate students about the Bentley student conduct process prior to their Administrative Hearing with a Hearing Officer.
- Facilitated by Student Conduct Assistants

### Administrative Hearing:

- Hearing Officer will coordinate the meeting either in-person or via Zoom
- Students will be given the opportunity to share their perspective on the incident and alleged violation(s)
- Hearing Officers will review the incident with the student in order to determine if the student was responsible or not responsible for the alleged violation(s)

### Conduct Board Hearing:

- Due to the incident and alleged violations, it has been determined that input is needed from the Bentley community to adjudicate this case
- Students scheduled for a Conduct Board will receive detailed information via email



## Sanctions and Appeals

### Sanctions:

- If found responsible for alleged violations, a sanction may be given to a student.
- Information about Bentley's Student Conduct Sanctions can be found in the [Student Handbook](#)

### Appeals:

- Appeals of conduct decisions must be made in writing, and must explain in detail the reason(s) for the appeal. In order for an appeal to be considered, an appeal must be submitted no later than five (5) working days from the date of the decision online via the ADVOCATE student portal.
- Additional Information about appeals can be found in the [Student Handbook](#)