Policies

POLICIES

University Policies

For information on University Policies, please consult the Student Manual of University Policies and Regulations (http). The Student Manual is the official statement of University policies and regulations, and expected standards of student conduct which are applicable to all students. Among other topics, it includes sections on civil behavior in a university setting; harassment, discrimination, and sexual misconduct; religious accommodation for missed classes, assignments, and exams; disability accommodations; academic honesty and plagiarism; leaves of absence; and University disciplinary systems.

Complaints about student conduct involving possible violation of University policies and regulations and other breaches of standards of behavior expected of University students should be brought promptly to the attention of the Dean of Students of the academic area of the accused student.

Students are also encouraged to avail themselves of the Office of the Student Ombudsperson (https://ombudsperson.uchicago.edu), a resource for all University of Chicago students to assist in the resolution of conflicts, concerns, and other problems that they may encounter through the course of University life.

Policy on Unlawful Discrimination and Sexual Misconduct

The University Disciplinary Systems regarding student misconduct and the policy on unlawful discrimination and sexual misconduct are available online (http). Questions about these policies should be directed to the Dean of Students.

Divinity School Policies

Every member of the University - student, faculty, and staff - makes a commitment to strive for personal and academic integrity; to treat others with dignity and respect; to honor the rights and property of others; to take responsibility for individual and group behavior; and to act as a responsible citizen in a free academic community and in the larger society.

The Divinity School aspires to be a community in which the commitments of a free academic community are upheld and in which students and faculty cultivate excellent relations. Students should bring concerns about an academic matter forward in a timely manner, and the concern should be responded to as expeditiously as is feasible. Academic matters include but are not limited to such matters as course grades, teaching assignments, publication rights, timely feedback on academic work, timeliness of letters of recommendation, and application of policies and practices.

Admissions Review System

Authority to defer or revoke admission before matriculation rests with the Divinity School Admission Review Committee, composed of the senior admissions officer (Dean of Students in the Divinity School), the Dean of the Divinity School (or his or her designee), and a representative from Campus and Student Life. Admission may be deferred or revoked for fraud, misrepresentation, material omission of fact, dishonesty, violation of University standards in the application for admission, violation of University academic standards, or any other pre- matriculation misconduct.

Generally, the person bringing the allegation of misconduct first will discuss the allegation with the Dean of Students in the Divinity School (or his or her designee). If the complainant is the Dean of Students, the Dean of the Divinity will designate someone to serve as the senior admissions officer in these proceedings. The complainant must maintain the strict confidentiality of the allegation of misconduct. The Dean of Students (or the designee) will notify the admitted student of the alleged infraction and request a prompt written response to the allegation. Based on the inquiry and in consultation with the Vice President for Campus and Student Life/Dean of Students in the University (or his or her designee), the senior admissions officer has the discretion and authority to dismiss the complaint, resolve the complaint informally with the admitted student and/or others, or refer the complaint to the area Admission Review Committee.

If convened, the area Admission Review Committee will examine expeditiously the facts related to the allegation and the response. In its discretion, the area Admission Review Committee may seek additional information from others with knowledge about the alleged misconduct and may ask the admitted student and/or others to answer specific questions or meet with the committee. The area Admission Review Committee will determine the appropriate institutional action and/or discipline, including but not limited to withdrawal of admission, deferral of matriculation, public service, etc. Matriculation may be delayed so that the area Admission Review Committee may complete its investigation and make a decision. The decision of the area Admission Review Committee is final and unreviewable within the University.

Academic Questions

Students with a question about a grade received in a course should consult with the instructor first. All other questions may be brought to the Dean of Students. The Dean of Students will consult with the student about the various policies and procedures that exist to address his/her concern. Students should realize that faculty members have the authority to assess the academic performance of their students. Under normal circumstances, only the instructor who gave the course, examination or evaluation has the authority to change the assessment of the student’s performance. Similarly, the evaluation of students’
academic progress and standing in the program is the prerogative of the Divinity School faculty. Students should consult the Divinity School’s Announcements, for policies regarding requirements, standards for satisfactory academic progress, and applicable area guidelines that apply to PhD students in a given area of study.

Based on the conversation with the relevant faculty member, the student may have a grievance: a real or imagined wrong or other cause for complaint or protest, especially unfair treatment.

**Grievance Resolution Process**

Students with a grievance should bring it to the attention of the Dean of Students. If the grievance concerns the Dean of Students, the student should bring it to the attention of the Dean. In case of a grievance related to academic assessment brought by a student about an instructor for a course grade or the area faculty for academic progress, the resolution process addresses whether the assessment was made impartially, solely based on academic performance and conducted using standard procedures. For grievances related to other academic matters, the resolution process addresses whether the established policies and practices were appropriately applied.

The Dean of Students will meet with the student to discuss the grievance. If the student wishes to file a formal grievance, the Dean of Students will ask the student to submit the grievance in writing. The Dean of Students will consult as appropriate with other faculty and/or the Dean to review the student grievance. The student should submit the grievance, along with any supporting materials to the Dean of Students. The dean of students will review the written materials, and may ask the student for clarification. As part of the initial review, the Dean of Students may consult with the course instructor, student academic advisor, area chair or program director (Director of Ministry Studies or Director of MA Studies), and the academic dean. The Dean may delegate resolution of the matter to the Dean of Students based on existing Divinity School policies or the authority placed with the Dean of Students per University and Divinity School policy.

Based on the outcome of this review, the Dean of Students may recommend that the Dean convene a Grievance Review Committee, comprised of Divinity School faculty, the members of which are appointed by the Dean. The Dean of Students attends the Review Committee meeting as a non-voting member. The Dean of Students will discuss the outcome of the Committee’s review in a meeting with the student and follow up in writing.

Students with questions about the procedures may contact the Dean of Students.

**University Disciplinary Systems**

The University’s disciplinary systems are outlined in the Student Manual: https://studentmanual.uchicago.edu/university-policies/. The policies discussed below are specific to the Divinity School. Any questions about the relationship between Divinity School policies and University policies should be directed to the Dean of Students.

**Divinity School Disciplinary Policy**

The University of Chicago is a community of scholars dedicated to research, academic excellence, the pursuit and cultivation of new knowledge, and the robust intellectual exchange among faculty and students. In support of this mission, every member of the University – student, faculty, and staff – makes a commitment to strive for personal and academic integrity; to treat others with dignity and respect; to honor the rights and property of others; to take responsibility for individual and group behavior; and to act as a responsible citizen in a free academic community and in the larger society. Any student conduct, on or off campus, of individuals or groups, that threatens or violates this commitment may become a matter for action within the University’s system of student discipline.

The University believes that students must take responsibility for their own conduct. Under some circumstances, students also must take responsibility for the conduct of a group, or individual members of the group of which they are part. The group may be informal, such as a study group, or formal, such as a student organization.

Groups are often bound by shared interests, values, and a mutual trust. Trust is also a critical underpinning of our community—trust between and among peers as well as trust between and among individuals of different rank or status.

Every student bears responsibility for his or her misconduct, regardless of whether the misconduct takes place in a group setting or as a member or a group. However, individual misconduct may also be, at least in part, the responsibility of other members of the group and the group leadership. Misconduct by individual members of a group thus may become a matter for disciplinary action against the individual, the group, and the group leadership.

The goal of the student disciplinary systems is to ensure a fair and orderly proceeding on questions of possible student misconduct. A disciplinary proceeding enjoys neither the advantages nor the limitations inherent in an adversarial proceeding of a court of law.

The University’s disciplinary systems and the legal-judicial structures of the general society differ and are distinct in principle. Students who are subject to or involved in University discipline do not automatically abdicate any of the rights that are guaranteed to them by the civil society and indeed they remain at all times free to claim and assert those rights through the institutions, presumably judicial, of that society. At the same time, however, students must recognize that the University is a private enclave, dedicated to a purpose that imposes additional and special obligations while, at the same time, granting privileges to its members.

Student misconduct therefore may be simultaneously subject to external legal or administrative proceedings and the University’s disciplinary system. Under those circumstances, the University’s disciplinary system normally will proceed
independently and notwithstanding the pendency of external processes. Furthermore, University disciplinary committees are not bound by external findings, adjudications or processes, and thus they make independent judgments about the extent to which (if at all) to consider such matters.

The University’s disciplinary procedures therefore should not be confused with the processes of law: the University’s regulations are applied to incidents that are not “cases,” the bodies that hear and dispose of incidents are not “courts,” individuals who may accompany a student in the course of a disciplinary proceeding are not “counsel” advocating on behalf of the student and scrutinizing procedures for compliance with “rules of evidence,” and requests for review of disciplinary decisions are not “appeals.” As a leading illustration of the sense of this statement, it should be understood that the relation of collegiality and trust that binds all members of the University community entails an obligation of truthfulness and candor on the part of everyone who participates in a disciplinary proceeding. An accused student, the accuser, and others must appear before a disciplinary committee if summoned and participate in a manner that helps the committee reach a complete and fair understanding of the facts of the incident at issue.

AREA DISCIPLINARY SYSTEM OF THE DIVINITY SCHOOL

In all instances, conduct involving possible violation of University policies and regulations and other breaches of standards of behavior expected of a student in the Divinity School should be brought promptly to the attention of the Dean of Students of the Divinity School.

Reports for University Police about student misconduct will routinely be brought to the area Dean of Students for possible disciplinary action. Furthermore, the area Dean of students may investigate and recommend disciplinary action based on reports from third parties of arrests, citations, or other conduct from external parties that come to the attention of the area Dean of Students.

Such violation and breaches of standards include but are not limited to: plagiarism, cheating on examinations, falsifications of documents or records, theft, vandalism, violation of computing policies, violation of the alcohol and other drug policy, physical or verbal abuse which threatens or endangers the health or safety of others, sexual harassment, sexual assault or sexual abuse, violation of an administrative department’s regulations, failure to comply with directives of University officials including the University Police, and violation of the terms of imposed disciplinary sanctions.

Generally, the person bringing the allegation of misconduct by a student in the Divinity School first will discuss the allegation with the Dean of Students of the Divinity School (or his or her designee). The complainant must maintain strict confidentiality of the allegation of misconduct. The Dean of Students will conduct an inquiry into the facts, which may include but is not limited to interviews with pertinent other people. If the Dean of Students thinks that the circumstances warrant it, the Dean of Students will arrange for a meeting with the accused student as soon as practicable. In the meeting, the Dean of Students will inform the accused student of the alleged misconduct and will discuss the allegation. Based on the inquiry and in consultation with the Vice President/Dean of Students in the University (or his or her designee), the Dean of Students has the discretion and authority to dismiss the complaint, to resolve the complaint informally with the parties, or to refer the complaint to the Academic Dean of the Divinity School with a recommendation to convene a Divinity School Disciplinary Committee. Mediation and/or informal resolution are not appropriate, even on a voluntary basis, in matters involving allegations of sexual assault.

If the Dean of Students in the Divinity School resolves an allegation of misconduct informally, the Dean of Students may give the accused student an official warning and suspend specific student rights and privileges for a designated period of time. A copy of the written notice warning the accused student that he or she is violating or has violated University policies or regulations will be placed in the student’s education record. If the Dean of Students later finds that the student has engaged in additional misconduct, the Divinity School Disciplinary Committee may be informed of the earlier warning. If the Divinity School Disciplinary Committee is informed of the earlier warning, the Committee must consider it in determining further sanctions.

Allegation of Misconduct by an Individual (Not Sexual Harassment, Sexual Assault or a Sex Offense)

If the Academic Dean decides that a Divinity School Disciplinary Committee is to be convened, the Dean of Students of the Divinity School will ask the complainant to submit in writing the allegation as well as any available documentation supporting the allegation. The Dean of Students will inform the accused student of the allegation, give the accused student a copy of the Divinity School disciplinary procedures and ask the accused student to prepare a written response to the accusation. If there were witnesses to the alleged misconduct, the Dean of Students may ask the pertinent witnesses to come before the disciplinary committee to answer questions and/or may ask witnesses to submit a written statement as well. Witnesses asked to submit a written statement will also be asked to sign a release to share their witness statement with the accused student.

Pending the Divinity School Disciplinary Committee proceedings, the Dean of Students may impose an interim suspension or any other interim measure to ensure the safety and well-being of others or to ensure the accused student’s own safety and well-being. The Dean of Students has the authority to inform the University Registrar not to release the academic record of the accused student pending the outcome of the disciplinary proceedings.

The Academic Dean of the Divinity School (or his or her designee) will appoint the members of the Divinity School Disciplinary Committee. All members of the Disciplinary Committee are expected to maintain independent judgment and open-mindedness about the alleged misconduct. The Disciplinary Committee consists minimally of three faculty members, one student, the Dean of Students of the Divinity School (or his or her designee), and a representative of Campus and
Student Life. The latter two attend the Disciplinary Committee meeting in a non-voting, advisory capacity. The Disciplinary Committee may have as many as two student members of the Divinity School. Three faculty members, the Dean of Students (or his or her designee), and a representative of the Office of Campus and Student Life constitute a quorum. The Disciplinary Committee will meet as soon as practicable.

When a Divinity School Disciplinary Committee is convened, the accused student will be informed in writing of the alleged misconduct and the date, time, and place of the Divinity School Disciplinary Committee proceedings. The Divinity School Disciplinary Committee may convene before meeting with the accused student to discuss procedural matters. If the accused student has been accused of misconduct before, the Dean of Students of the Divinity School may inform the Disciplinary Committee of the previous accusation, of pertinent information related to the previous accusation, and of any disciplinary action. In advance of the meeting, the accused student will be provided with a copy of all the written material furnished to the Disciplinary Committee. The accused student may bring a person to the proceedings whose role is limited to providing support to the accused student – not to serve as an active advocate or participant in the proceedings. The accused student should inform the Dean of Students three to five business days before the Disciplinary Committee is to meet if a support person will be attending the proceedings. If the person providing support is a lawyer, a representative of the University’s Office of Legal Counsel also will attend the proceedings. The Disciplinary Committee may ask or summon the complainant and others to appear before the Committee to answer questions of the Disciplinary Committee.

The Disciplinary Committee will seek to reach a complete and fair understanding of the facts of the incident at issue. The accused student will be asked to speak for himself or herself before the Disciplinary Committee. If the proceedings involve multiple students accused of participation in the same misconduct, the accused students will each be heard separately and not in the presence of the other accused students. During the proceedings, if the Disciplinary Committee hears other individuals, the accused student may choose to be present when those individuals are heard. Only the Disciplinary Committee may ask questions of the accused student and others who appear before the Committee. If the accused student refuses to appear before the Disciplinary Committee, the Committee shall proceed without the accused student.

The Divinity School Disciplinary Committee proceedings generally follow this outline: The chair of the Disciplinary Committee reminds all present that disciplinary proceedings are distinctly different from the legal-judicial processes of the general society; that the relation of collegiality and trust that binds all members of the University community entails an obligation of candor on the part of anyone involved in a disciplinary proceeding; that disciplinary proceedings and their outcome are to remain confidential. The chair then restates the allegation into which the Disciplinary Committee is inquiring to determine what may have happened and whether or not sanctions are to be imposed. The accused student may be asked to make a statement in response to the allegation. Subsequently, committee members ask questions of the accused and others coming before the disciplinary committee and may conduct further inquiry. During the proceedings, if the Divinity School Disciplinary Committee hears other individuals, the accused student may be present. At the completion of the inquiry, all present who are not members of the Divinity School Disciplinary Committee will be asked to leave while the Committee members deliberate on the allegation and inquiry, possible sanctions and implications of those sanctions, and come to a decision. The Disciplinary Committee decides, by majority vote and in consideration of all of the information before it, whether it is more likely than not that the accused student’s conduct violated University policies and regulations or breached standards of behavior expected of University students. Disciplinary sanctions available to the Disciplinary Committee are set forth in the following section, called Sanctions for Misconduct.

When the Disciplinary Committee reaches its decision, the Dean of Students of the Divinity School will inform the accused student as soon as practicable and will send a confirmation letter in which both the decision and the review process are delineated. The action of the Disciplinary Committee is reported to Campus and Student Life. Decisions of disciplinary suspension or expulsion will be recorded on the student’s transcript. Other offices (e.g., Housing, University Registrar) are to be notified only if the action taken by the Divinity School Disciplinary Committee affects those offices, and then only the action itself is transmitted. Where appropriate, and as permitted by law, the Dean of Students may disclose allegations of misconduct and the outcomes of disciplinary proceedings to third-parties, including to external organizations.

A written record will be kept by the Office of the Dean of Students of the Divinity School as part of the student’s education record with a copy furnished to Campus and Student Life. This record should include all materials furnished to the Divinity School Disciplinary Committee, a copy of the confirmation letter sent to the accused student, a statement of the main findings which were relevant to the final outcome of the disciplinary proceedings and to the sanctions imposed, as well as the considerations of the possible implications of the sanctions.

If the Divinity School Disciplinary Committee imposes a sanction, the accused student may have the Disciplinary Committee’s decision reviewed. Review procedures are set forth in the section called Review Process.

**Allegation of Misconduct by a Group (Not Sexual Harassment, Sexual Assault or a Sex Offense)**

If an area Dean of Students receives a complaint alleging misconduct of a student group, the Area Disciplinary procedures will be invoked with the following clarifications and modifications. Misconduct of a student as a member of a group may have consequences for the individual student, for the group, as well as for the group leadership. Any member or members of a group and/or group leadership may also be held accountable for the misconduct if they were involved in the misconduct. Group members and/or leadership may also be held accountable if they:
• knew about the intended misconduct and failed to take appropriate steps to prevent it;
• should have anticipated the misconduct and taken appropriate steps to prevent it; or
• failed to disclose all information relevant to an investigation of misconduct of a group member or guest.

If the Dean of Students is informed of misconduct of a group and believes that the circumstances warrant it, he or she will arrange for a meeting with the group, group’s leadership, or individual members as soon as practicable. In the meeting, the Dean of Students will inform the student(s) of the alleged misconduct and will discuss the allegation. When a group member or leader has knowledge that the misconduct is attributable to a specific member, members, guest, or guests of the group, he or she is expected to promptly identify the group member(s) or guest(s) to the Dean of Students.

The Dean of Students will conduct an inquiry into the facts. The inquiry may include interviews with cognizant other people. Based on the inquiry and in consultation with the Vice President of Campus and Student Life/Dean of Students in the University (or his or her designee), the Dean of Students has the discretion and authority to dismiss the complaint, resolve the complaint informally with the parties, or refer the complaint to the Academic Dean with a recommendation to convene an Area Discipline Committee for the individual group member, more than one group member (including the leaders), and/or for the whole group.

A Disciplinary committee convened to examine allegation(s) of misconduct involving multiple students should follow, as much as reasonably possible, the procedures outlined for a hearing when an individual student is brought forward. Confidentiality of the individuals (including keeping them from knowing that others also are accused of misconduct and prohibiting them from colluding in responding to the allegations) should be given high priority.

If in the disciplinary process it becomes clear that hearing the students together would help to reach a complete and fair understanding of the facts, the accused students may be informed that other students are involved in the same alleged misconduct. The Dean of Students will ask each student if he or she will agree to appear before the committee in the presence of the other student(s). If all of the accused students agree, they will be informed of the identity of the other students and asked to appear before the disciplinary committee each to speak for himself or herself in the presence of the other accused students.

If an accused student declines the opportunity to appear before the Area Discipline Committee in the presence of other accused students, the area Discipline Committee will hear such a student separately. The committee will meet as a group with those students who have agreed to be heard in the presence of the other students.

When students are heard in the presence of each other, they are obligated to maintain confidentiality of the proceeding and must not communicate about the proceeding with others or each other outside of the committee hearing.

Sanctions for Misconduct of Individual Students

Sanctions delineated here are imposed on individual students for misconduct whether the misconduct involved only the student or the student as part of a group. The sanctions are arranged in increasing order of severity. A Divinity School Disciplinary Committee may combine different sanctions in a given decision. A Review Board may make use of all the alternative forms of sanctions.

Warning

The Divinity School Disciplinary Committee may give the accused student an official warning. A copy of the written notice warning the accused student that he or she is violating or has violated University policies or regulations will be placed in the student’s educational record. If a Divinity School Disciplinary Committee later finds that the student has engaged in additional misconduct, the Disciplinary Committee may be informed of the earlier warning and the circumstances related to the warning. If the Divinity School Disciplinary Committee is informed of the earlier warning, the Committee must consider it in determining further sanctions.

Disciplinary Probation

The Divinity School Disciplinary Committee may place the accused student on disciplinary probation during which period the student continues to enjoy all the rights and privileges of a student except as the Disciplinary Committee may specifically stipulate. If, during the period of disciplinary probation, a Divinity School Disciplinary Committee finds that the student has engaged in additional misconduct, the Disciplinary Committee will be informed of the student’s probationary status and the circumstances related to the student’s probationary status. The Disciplinary Committee must consider it in determining further sanction.

Loss of Privileges

The Divinity School Disciplinary Committee may suspend specific student rights and privileges for a designated period of time.

Discretionary Sanctions

The Divinity School Disciplinary Committee may assign the student specific academic work, community service for a specific number of hours, or other appropriate discretionary assignments to be completed by a specific date, or impose restitution or fines.

Disciplinary Suspension
The Divinity School Disciplinary Committee may impose a disciplinary suspension for as many quarters as it sees fit, during which period the student is prohibited from exercising any rights and privileges of a student in the University. Unless the Disciplinary Committee specifically states otherwise in its decision, at the expiration of the period of suspension, the student may resume active status as a student without any action on his or her part other than what would be required of any student who has, for a comparable period, interrupted his or her residence in the University for any other reason. However, a student under suspension who has been charged with another offense may not resume active status as a student until final action has been taken on such charge by a Divinity School Disciplinary Committee.

**Disciplinary Expulsion**

The Divinity School Disciplinary Committee may expel a student. A student who has been expelled automatically forfeits all rights and privileges as a student in the University.

**Revocation of the Degree**

The Divinity School Disciplinary Committee may recommend revocation of the degree for misconduct that occurred before the degree was awarded.

**Sanction for Misconduct of a Student Group**

Sanctions delineated here are imposed on a student group and are arranged in increasing order of severity. An Area Disciplinary Committee may combine different sanctions in a given decision. A Review Board may make use of all the alternative forms of sanction.

**Warning**

The Area Disciplinary Committee may give the group an official warning. A copy of the written notice warning the group that it is violating or has violated University policies or regulations will be placed in the group’s file. If the Dean of Students later finds that the group has engaged in additional misconduct, the Area Disciplinary Committee may be informed of the earlier warning and the circumstances related to the warning. If the Area Disciplinary Committee is informed of the earlier warning, the Area Disciplinary Committee must consider it in determining further sanctions.

**Disciplinary Probation**

The Area Disciplinary Committee may place the group on disciplinary probation, during which period the group continues to enjoy all the rights and privileges of a group except as the Area Disciplinary Committee may specifically stipulate. If, during the period of disciplinary probation, an Area Disciplinary Committee finds that the group has engaged in additional misconduct, the Area Disciplinary Committee will be informed of the group’s probationary status and the circumstances related to the group’s probationary status. The Area Disciplinary Committee must consider the probation in determining further sanction.

**Loss of Privileges**

The Area Disciplinary Committee may suspend specific group rights and privileges for a designated period of time. Such loss of privileges may include but is not limited to loss of University funding, suspension or revocation of the privilege to apply for University funding, suspension or revocation of the privilege to use University space or facilities, suspension or revocation of the privilege to sponsor, co-sponsor and/or participate in any social event or other activity, and the suspension or revocation of the privilege to raise funds for the group.

**Discretionary Sanctions**

The Area Disciplinary Committee may assign the group specific academic work, community service for a specific number of hours, or other appropriate discretionary assignments to be completed by a specific date, reporting to local and national organizations of the misconduct, or impose restitution or fines.

**Disciplinary Suspension**

The Area Disciplinary Committee may impose a disciplinary suspension of Recognized Student Organization status, during which period the group is prohibited from exercising any rights and privileges of a Recognized Student Organization in the University. Unless the Area Disciplinary Committee specifically states otherwise in its decision, at the expiration of the period of suspension, the group may resume active status as a Recognized Student Organization without any action on the part of the group. However, a group under suspension who has been charged with another misconduct violation may not resume active status as a Recognized Student Organization until final action has been taken on such allegation by an Area Disciplinary Committee.

**Disciplinary Withdrawal**

The Area Disciplinary Committee may withdraw Recognized Student Organization status. A group whose Recognized Student Organization status has been withdrawn automatically forfeits all rights and privileges as a Recognized Student Organization in the University.

**Further Disciplinary Policy Information**

Disciplinary processes will proceed for anyone who has matriculated at the University whether or not he or she is in residence and for anyone after graduation but only if the misconduct occurred before the degree was awarded. A sanction
given to a student not currently in residence (for example, when he or she is studying abroad or on a leave of absence) takes the form of a condition imposed upon resumption of active status as a student. If a complaint against a student in the Divinity School who has applied for graduation has been brought to the attention of the Dean of Students of the Divinity School but a Divinity School Disciplinary Committee has not yet been convened by graduation time, the Dean of Students has the discretion and authority to decide whether the accused student may receive the degree and/or participate in convocation. When a Divinity School Disciplinary Committee has been convened by the graduation date but the proceedings have not concluded, the accused student’s graduation shall be postponed until the conclusion of the disciplinary proceedings including the completion of all sanctions.

The University respects the privacy of student education records and the laws protecting that privacy. The University also recognizes that participants in the area student disciplinary systems, namely complainant, accused(s), and members of the Area Discipline Committee, may benefit from broader access to information before, during, and after a hearing. Such broader access often streamlines the disciplinary process, fosters a more complete and fair understanding of the facts, and leads to more satisfying outcomes. To achieve a better process and outcome, area Deans of Students normally will ask accused students to authorize the release of their statement and, in some instances, the disciplinary outcome to the complainant. Area Deans of Students may also, following consultation with the Office of Campus and Student Life, request that accused students authorize release of additional documents, such as witness statements; it may, in such instances, be necessary for the area Deans of Students to redact certain information. The area Deans of Students will also ask the complainant to sign a non-disclosure statement, requiring the complainant not to share the accused’s statement, additional documents, and/or the outcome of the disciplinary hearing with others.

If a student is accused of academic fraud and the regulations of external sponsors are involved as determined by the Office of the Provost, the allegations are subject to the University’s policy on academic fraud. The inquiry will be conducted, in accordance with the external sponsor’s regulations governing scientific misconduct, by the departmental chair or Academic Dean of the academic unit in which the academic fraud allegedly occurred in collaboration with the Dean of Students of the academic area of the accused student. During this fact-finding phase, the accused student generally will continue to be registered as a student and enjoy all privileges pertaining to his or her status as a student. If the inquiry determines that there is sufficient basis to continue the investigation, the University’s Standing Committee on Academic Fraud will be informed and the academic fraud investigation procedures will be initiated. Allegations of academic fraud that involve dissertations of students who have received their degrees, or work published or submitted for publications are subject to the University’s academic fraud procedures. If the academic fraud inquiry concludes in the dismissal of the allegation, the academic unit may decide that this alleged student misconduct should be heard by an Area Disciplinary Committee. All other allegations of academic fraud by a student will be subject to the area disciplinary system.

A student who has been suspended or expelled is also barred from all University property for the period of the suspension or expulsion, absent written permission from the Dean of Students of the Divinity School. While employment by the University is not an exclusive right or privilege of students, in cases in which employment is reserved for students or students are given preference in employment, the fact of suspension or expulsion may adversely affect status as an employee. Further, the University is entitled to take into account the grounds on which sanctions have been imposed, as these may bear on qualifications for employment.

**Review Process**

If a disciplined student wishes to request a review of the decision, the student must make that request in writing to Campus and Student Life not more than fifteen days following the issuance of the written notification of the decision of the Divinity School Disciplinary Committee. The disciplined student must submit the request for review and supporting material in writing. At the request of the disciplined student, the student may be granted an additional fifteen days to prepare those materials. The only legitimate grounds for review are: (1) that prescribed procedures were not followed, and (2) that new and material information unavailable to the Divinity School Disciplinary Committee bears significantly in the student’s favor.

A Review Board is constituted when a request for review is received by Campus and Student Life. The Review Board consists of the Vice President/Dean of Students in the University (or his or her designee), one member of the faculty of the Divinity School who serves as chair, and one student member of the Divinity School. The faculty and student members are both appointed by the Vice President/Dean of Students in the University and neither shall be a member of the Divinity School Disciplinary Committee that rendered the decision under review. All members of the Review Board are expected to maintain independent judgment and open-mindedness about the decision under review. The Review Board, whose decision is final, does not conduct a new disciplinary proceeding. Nor does the disciplined student, generally, appear before the Review Board, although the Review Board reserves the right to ask the student to appear to clarify aspects of his or her request. The Review Board, acting on the basis of the entire disciplinary record, may sustain or reduce the sanctions imposed if it determines that prescribed procedures were not followed or, if satisfied that new and material information not available to the Divinity School Disciplinary Committee might have resulted in a different decision, may require the Divinity School Disciplinary Committee to reconvene and consider the new information in the proceedings.
Font Notice

This document should contain certain fonts with restrictive licenses. For this draft, substitutions were made using less legally restrictive fonts. Specifically:

- Times was used instead of Trajan.
- Times was used instead of Palatino.

The editor may contact Leepfrog for a draft with the correct fonts in place.