

Notice of Right to Appeal the Designated Leadership Team Member's Decision

Pursuant to Collin College policy, solely in the case where Expulsion is recommended and affirmed, the decision rendered by the designated Leadership Team member may be appealed to the College District President or designee. If you choose to appeal the designated Leadership Team member's decision, you must submit the completed *Disciplinary Appeal Request Form* below to the Dean of Students Office in person or via email to dos@collin.edu no later than **4:30 p.m. on DAY OF THE WEEK, MONTH DATE, YEAR**. Upon receipt of your completed *Disciplinary Appeal Request Form*, the Dean of Students Office will contact you to coordinate the appeal. The procedures for appealing are located in the *Student Code of Conduct* section of the current *Collin College Student Handbook*.

Disciplinary Appeal Request Form

First and Last Names:

CWID:

Phone Number:

Collin Email Address:

Personal Email Address:

Provide your written statement of appeal, including the reason(s) you disagree with the designated Leadership Team member's decision, below. You may attach additional pages and/or documentation, if needed.

By signing below, I hereby affirm that I am requesting an appeal with the College District President or designee, and the information provided above is true and correct to the best of my knowledge.

Student's Signature: _____

Date: _____