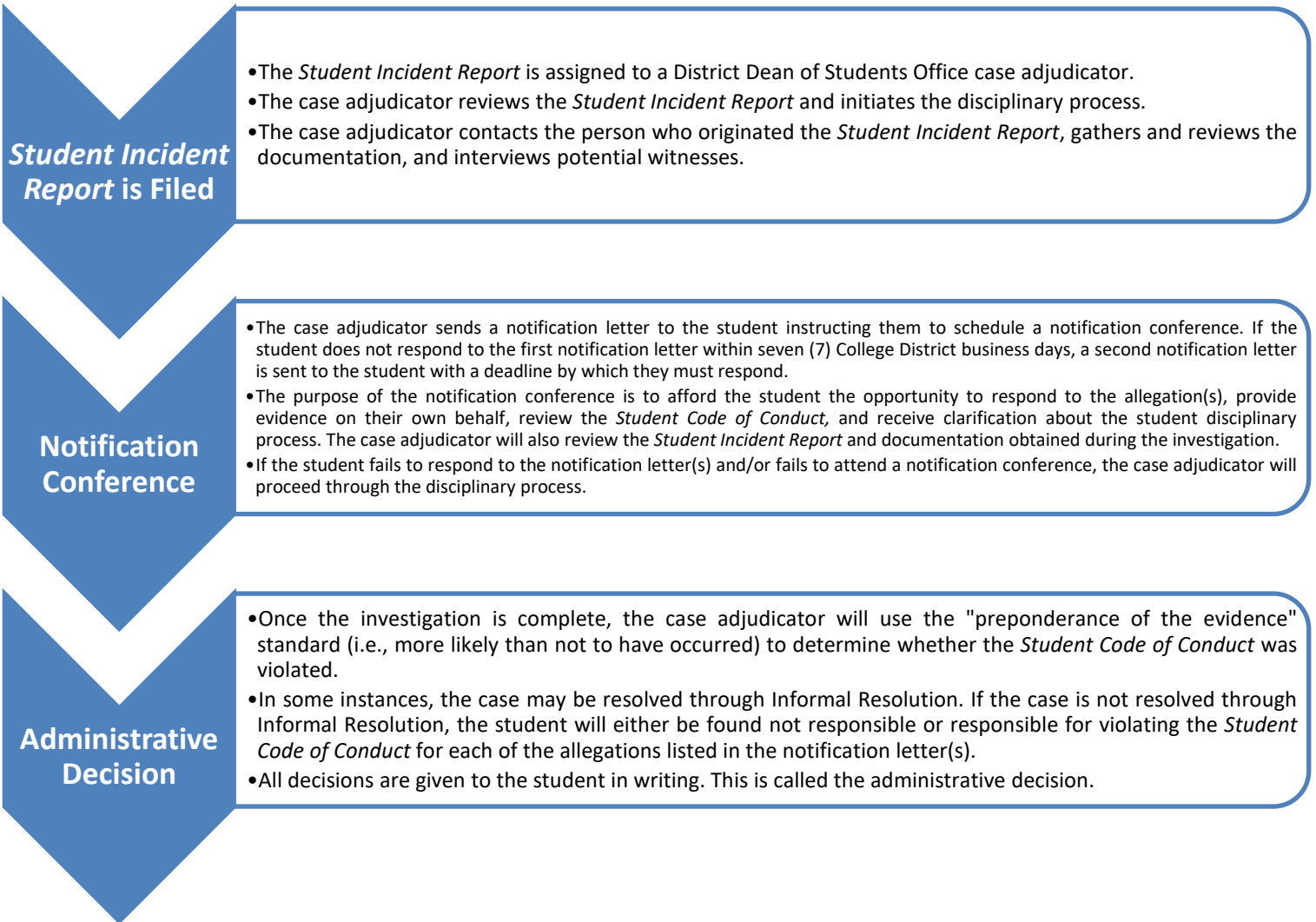


# District Dean of Students Office Student Disciplinary Process Flowchart

This flowchart is an overview of the student disciplinary process. For specific procedures, see the *Student Code of Conduct* located in the current *Collin College Student Handbook* available at [www.collin.edu/studentresources/deanofstudents/studenthandbook.html](http://www.collin.edu/studentresources/deanofstudents/studenthandbook.html).



## Student Appeals

If the student chooses to appeal the case adjudicator's administrative decision, they must submit the *Disciplinary Appeal Request Form* on or before the tenth College District business day following the administrative decision. The Disciplinary Appeals Committee (DAC) will be convened to hear the case. The DAC's decision may be appealed to the designated Leadership Team member.

The designated Leadership Team member may act to affirm, modify, remand, or reverse the DAC's decision. The designated Leadership Team member's decision is final and non-appealable, except when recommendation for Expulsion is affirmed by the designated Leadership Team Member.

If the designated Leadership Team member affirms the recommendation for Expulsion, the student may appeal to the College District President or designee. The College District President or designee's decision is final and non-appealable, unless the student's petition to revoke the Expulsion is approved.

## Student Accepts

A student who chooses to accept the case adjudicator's administrative decision will sign an *Acceptance of the Administrative Decision Statement* indicating they understand:

1. The *Student Code of Conduct* violation(s),
2. The disciplinary penalty or penalties imposed, and
3. That by signing the *Acceptance of the Administrative Decision Statement* they voluntarily waive the right to appeal.

The statement must be signed no later than 10 College District business days following the administrative decision. Once the statement is signed, the administrative decision will be final, binding, and the student will not be allowed to appeal that decision. The student will be expected to comply with all disciplinary penalties and obligations set forth in the administrative decision.

## Student Takes No Action

If the student does not sign the *Acceptance of the Administrative Decision Statement* or submit the *Disciplinary Appeal Request Form* by the stated deadline, the case adjudicator's administrative decision will be final, binding, and the student will not be allowed to appeal that decision. The student will be expected to comply with all disciplinary penalties and obligations set forth in the administrative decision.