



STUDENT APPEALS COURT APPEAL FORM

Student's Name: _____ ID#: _____

Date: _____ Date Discipline Received: _____

Liberty University Representative Issuing Discipline: _____

Disciplinary Violation(s): _____

Discipline Received: _____

E-mail Address: _____ Telephone Number: _____

The Student Appeals Court will notify the student of his or her hearing date via e-mail. The Student Appeals Court is composed of at least three LU Student Appeals Court members (all approved by the Office of Student Conduct). The Vice President of the Student Government Association or his/her representative chairs the Student Appeals Court. The Student Appeals Court will observe the following guidelines during the proceedings:

1. The Liberty University representative issuing discipline will present the violations to the Student Appeals Court.
2. The student will have an opportunity to address the violation(s).
3. The Student Appeals Court will examine the circumstances and details of the violation(s).
4. The student will give his or her concluding statement.
5. The Student Appeals Court will establish whether the imposed discipline is fair and consistent with the stated policies of the institution. They will then render their decision via e-mail to the appealing student and the Office of Student Conduct.
6. With the exception of a dismissal offense, the decision of the Student Appeals Court is final and binding.
7. A summary of the incident and the decision of the Student Appeals Court remains on-file in the Office of Student Conduct.

NOTE: Failure to attend the scheduled Student Appeals Court results in forfeiture of the student's right to appeal. The administered discipline remains and no further appeal is considered.

Reason for Appealing Discipline (Please make appeal brief, legible, and efficient.)

To Be Completed by Student

Reason for Issuing Discipline

To Be Completed by Liberty University Staff Issuing Discipline

I have read and understand the Student Appeals Court appeal process and hereby exercise my right to appeal. With the exception of a dismissal offense, I am aware that the Student Appeals Court's decision is final and binding; therefore, there is no further appeal process. Furthermore, I understand that it is my responsibility to attend my hearing, and that should I neglect to attend the pre-set hearing, I forfeit my appeal. I also certify that I have attached the original Violation Report form and that all information in this form is accurate to the best of my knowledge.

Student's Signature: _____ Date: _____

Please Note: On-campus students must submit this form to your RA. Off-campus students (Commuters) must submit this form to the Office of Student Conduct. Appeals will not be accepted during final exam week. Please direct questions and/or concerns to SGAppealscourt@liberty.edu.