

**OFFICE OF STUDENT INTEGRITY AND CONDUCT**  
Student Integrity Review Board, Integrity Appeal Board & Campus Mediators  
**APPLICATION**



*(Please type)*

*Office of Student Integrity and Conduct  
Virginia Union University*

Name (Mr./Ms.) \_\_\_\_\_ Student ID# \_\_\_\_\_

Local Mailing Address: \_\_\_\_\_

Telephone \_\_\_\_\_ E-mail Address \_\_\_\_\_

Academic Major \_\_\_\_\_ Classification: \_\_\_\_\_ Current GPA \_\_\_\_\_

**WORK/VOLUNTEER EXPERIENCE**

List your most recent paid or unpaid experiences including your position and the dates of employment/service. State whether the position is/was full-time or part-time.

Organization Name	Position	From/To
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

**EXTRACURRICULAR ACTIVITIES**

Please list the extracurricular activities in which you have been involved. Please do **not** attach your resume. *Star\* those activities which you plan to be involved in while you serve in OSIC.*

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**ESSAYS**

*Please answer the following questions on a separate sheet(s) of paper and attach to the application.*

1. What interests you most about serving in OSIC and, if selected, what do you hope to gain from serving in this area?

2. If selected to serve on one of the Hearing Board's or as a Campus Mediator, what do you believe you can offer based on your skills, experience and personal qualities?
  
3. In your opinion, what is the purpose of having and enforcing policies in an educational setting?

**JUDICIAL VERIFICATION**

Have you ever been charged with an integrity violation while attending VUU? *Note: This will not result in the immediate dismissal of your application*

Yes

No

If yes, please explain

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I, the applicant, understand that by my submission of this application, I authorize the Office of Enrollment Management and Student Affairs to review my academic, financial and disciplinary record to verify the information in the application.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date

RETURN APPLICATION TO THE **JUDICIAL OFFICE** IN STUDENT AFFAIRS

(DO NOT WRITE IN SHADED AREA)

___ Application Received _____	___ Academic Record Verified? _____
___ Judicial Record Verified? _____	___ Essay Review? _____
___ Recommendation 1 _____	___ Recommendation 2 _____
Interview Date: _____	___ Interviewer(s) _____
Interview Notes: _____	
_____	
_____	
_____	
Recommendation: ( ) Approved ( ) Declined	Appointment: ( ) SCRB ( ) JAB ( ) CM

# **~PROSPECTIVE MEMBERS~**

## **Position Descriptions**

The **Student Integrity Review Board** consists of a group of individuals from which a hearing board is selected to adjudicate cases that are the result of violations of the student handbook. Each board's membership consists of students, faculty, staff and an Administrative Hearing Officer. The Student Integrity Review Board makes decisions on whether or not the accused student is responsible for violations of the Standards of Conduct as outlined in the Virginia Union University Student Handbook.

The **Integrity Appeal Board** is made up of students, faculty and staff who review written appeals of cases that have been adjudicated because of violations of the student handbook. The Integrity Appeal board makes decisions on whether or not the current student's sanction should be upheld, increased or decreased.

Campus Mediation is a dispute resolution program designed to resolve problems, which develop between students. **Mediators** are professionally trained students, faculty and staff who serve as neutral parties to assist disputants in working toward a mutually agreeable solution.

## **Qualifications**

All undergraduate students may apply to serve on one of the Integrity Boards or as a Campus Mediator. Applicants must uphold all University policies and meet. Other requirements include the ability to work well with others, sensitivity and respect for others, openness to differences, willing to take part in assessment projects, and the ability to maintain strict confidentiality of all integrity information.

## **Training**

Newly selected board members will receive extensive training on the integrity policies and procedures, improving skills in listening, questioning and decision-making. There will also be an opportunity to practice those skills prior to hearing actual cases through involvement in a mock hearing. Additional training and information sessions are held during the year to continue to develop and improve skills and knowledge to help in effectively serving on a hearing board.

## **Time Commitment**

Members serve on a rotating basis as needed. Members are also required to attend and participate in a series of development workshops and integrity trainings that occur throughout the academic school year.

## **How to Apply**

Students may obtain an application from the Office of Student Integrity and Conduct. Applications are accepted in the fall semester of each academic school year.