DISCIPLINARY APPEAL FORM

This form is to be used for requesting an appeal against a decision made by the Dean of Students or the University Student Conduct Committee. This form is intended to help students make an appeal and set out the grounds of their appeal clearly, according to the terms of the Cumberland University Student Conduct Code.

Important: Before completing this form, you must read the accompanying procedure in the Student Handbook.

Mr / Ms / Miss / Mrs. / other  First Name(s)

Last Name:                                                   Student Number:

Contact Address: (Where correspondence related to the appeal should be sent)

Contact telephone number (s) including mobile: Email Address:

Are you a: Undergraduate / Graduate / Other (specify):

Course of Study:                                                 School (Business, Nursing, Education, etc.):

If any contact details change during the appeal, you must contact the Dean of Students.

Section 1 – Your appeal

You have the right to formally appeal against the discipline decision levied against you. Please indicate below:

Note: Your right to appeal this decision is limited to the grounds specified in the Student Handbook.

<table>
<thead>
<tr>
<th>Grounds</th>
<th>Please check (if applicable)</th>
</tr>
</thead>
<tbody>
<tr>
<td>I am appealing the discipline accusation.</td>
<td>☐</td>
</tr>
<tr>
<td>I am appealing the discipline decision.</td>
<td>☐</td>
</tr>
<tr>
<td>I am appealing both the accusation and the decision.</td>
<td>☐</td>
</tr>
</tbody>
</table>
Section 2 – Student’s Written Case

Please give full details of the circumstances relevant to the ground(s) of the appeal. Please make sure you give dates, and full details of all incidents for which you were charged:

If the space provided on this sheet is insufficient, you may continue on a separate sheet.
Section 3 – Sanction Appeal

If you are appealing a student conduct decision, explain why you think a different sanction should be imposed.

If the space provided on this sheet is insufficient, you may continue on a separate sheet.

Section 4 – Other relevant information to your appeal
Please give details below.

Section 5 – Supporting documentation
Please list the documentation attached to support your appeal.
Section 6 – Signature

<table>
<thead>
<tr>
<th>Signature</th>
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</thead>
<tbody>
<tr>
<td>Date</td>
<td></td>
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</table>

**Important:**
The appeal must be **signed** and **dated** and returned to the address below **no later than 24 hours** after receipt of your disciplinary decision letter.

Office of the Executive Vice President, Memorial Hall 116, Cumberland University  
Phone: 615-547-1225 Fax: 615-444-2569