



Opportunities

All students at St. John Fisher University have the following opportunities through the student conduct process:

1. 24 hours notice between the time they receive an appearance letter and the time of their scheduled hearing
2. to be informed of the alleged violations
3. to respond to the alleged violations either at a hearing or in writing to the hearing officer
4. to review the incident report(s) with a hearing officer

Record Keeping

1. All documentation of Student Conduct Hearings becomes part of the student's student conduct file, part of the student's educational record, which is maintained in the Office of Student Conduct. Academic Records (e.g. transcripts) are maintained separately.
2. Transcript Notations: If a student is held responsible for a violation of the Student Code of Conduct which may also constitute a crime of violence, as defined by the Clery Act, the student's transcript will include the following notation:
 - a. If suspended: "Suspended after a finding of responsibility for a code of conduct violation"
 - b. If expelled: "Expelled after a finding of responsibility for a code of conduct violation"
3. All student conduct files will be maintained for seven (7) years after the most recent recorded incident. These student conduct records are destroyed at the end of the appropriate time period. Records pertaining to students who are suspended or expelled will be maintained permanently.

Confidentiality

On Campus

Records may be released to University officials on a "need-to-know" basis. For example, if a student is referred to an on-campus mental health professional the circumstances as to why the student was referred will be shared with the mental health professional.

Athletics

The Department of Athletics is notified of the outcome of all student conduct hearings and appeal hearings for any student on an athletic roster at the time of the hearing. Student athletes found responsible for University violations through the Student Conduct Process are also subject to actions/sanctions assigned by the Athletic Department Discipline Committee. Actions/sanctions assigned by the Athletic Department Discipline Committee are made independently of the Office of Student Conduct and are in addition to any actions and/or sanctions assigned during the Student Conduct Process. Students who are members of University athletic teams are required to fulfill NCAA requirements for drug testing, education, counseling and other appropriate treatment when drug use is suspected or confirmed.

Parents

Ordinarily, parents or legal guardians will not receive notification from the University about violations of the Student Code of Conduct. However, if a student is held responsible for a violation of alcohol or drug policies, or if the student is found responsible for a serious violation of University policies, the parent or legal guardian, at the discretion of the assistant dean of students, or his/her designee, may receive notice documenting the violation and the outcome of a Student Conduct Hearing. Federal regulations permit this notification without the student's consent for those students who are dependents, under the age of 21. This notification would be mailed to the home address of record. The student will also receive a copy of this notification.

Outside Agencies

Student conduct records may be released to persons and agencies external to the University with the student's permission, or in compliance with the law. Records subpoenaed or ordered by a judge may be released without the student's permission. A record may also be released if it is in the University's legal interest to do so.