

**Attachment A**  
**Clarkson College**  
**Code of Conduct Conference Form**

This form is to be completed by the complainant when issues of the Code of Conduct are in question. If more than one student has allegedly violated the policy, a separate Conference Form is required.

Student Name: \_\_\_\_\_ Date: \_\_\_\_\_

Student Program of Study: \_\_\_\_\_

Describe the alleged Code of Conduct violation and attach all supporting evidence to this form.

**Results:**

☐ Student **not** responsible for violating the Code of Conduct policy  
No action needed.

☐ Student responsible for violating the Code of Conduct policy  
Sanctions:

Remediation:

**Due Process:**

- ☐ I agree with the program director's decision. I am aware that I have fourteen (14) business days (not to include holidays or semester breaks) from the date this form is signed to submit an appeal in writing to the Vice President of Enrollment and Retention (VPER), including all evidence.
- ☐ I disagree with the program director's decision. I am aware that I have fourteen (14) business days (not to include holidays or semester breaks) from the date this form is signed to submit an appeal in writing to the VPER, including all evidence.

\_\_\_\_\_  
PROGRAM DIRECTOR SIGNATURE

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
DATE

Copy to: VPER and Student

\* If Code of Conduct violations occur within two weeks of graduation, the VPER will design an appropriate due process timeline.

\*\* Administration, faculty, and staff retain the right to have a student removed from the College premises (e.g., classroom, lab, office, etc.) if their behavior is disruptive or threatening to others.

\*\*\*Please attach any additional documentation if applicable.