



Office of Student Affairs

Carl E. Everett Education & Administration Building, 2nd Floor
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(817) 735-2505/Fax (817) 735-0448
www.hsc.unt.edu/departments/studentaffairs/

Preliminary Investigation Explanation of Procedure

You have been requested to come to the Office of Student Affairs to assist in the investigation of alleged misconduct. As the Conduct Officer, I will review the nature of the complaint and the relevant information related to the alleged misconduct. At that point, I will give you an opportunity to respond and will ask questions pertinent to the allegations. You will be given ample opportunity to speak and to tell me anything you want to tell me.

This is a conference to ascertain the facts of the complaint. Your cooperation by providing truthful answers to questions is not only necessary but expected, in accordance with the Student Code of Conduct & Discipline. Notes of the information you give and anything you say may be used in future disciplinary proceedings. You may be asked to sign a copy of the statements you make or to provide a written account of the information you give.

The university policies which impact student behavior are educational in nature. They are published for student use and are designed to help students understand and accept responsibility for their own actions. In the event that academic or behavioral sanctions should be deemed to be appropriate following the conclusion of this investigation, you will be given a copy of these policies, along with the procedures for review.

I have read and have had the above information explained to me by:

Student Signature _____ Date _____

Conduct Officer Signature _____ Date _____