

**University of Alaska Anchorage Student Judicial Review
Appeal Review Request – Minor Sanctions**

Name: _____ SID: _____
Address: _____ Telephone: _____
Date of Incident: _____ Date of Hearing: _____
Name of Hearing Officer: _____ Date of Decision Letter: _____
Name of Designated Appeal Reviewer: _____

As outlined in the UAA Judicial Review Procedures, a student who has been sanctioned by the University may elect to file one appeal with a designated appeal reviewer on the basis that:

- 1. A material procedural error was made during the process which would have changed the outcome of the matter;
- 2. The sanction imposed was clearly excessive for the violation committed;
- 3. Newly discovered information exists which the student could not reasonably have been expected to know of or discover through diligence prior to the conclusion of the matter and which information, if known, would clearly have affected the outcome of the matter; or
- 4. The decision is not supported by substantial information.

Instructions: Place a "X" in each box next to all the reasons that serve as a basis for your appeal. Then, write a statement where you include any information that you wish to be considered in the appeal review. In your written statement, explain the basis of your appeal, the circumstances of the situation which you believe substantiate the reason for such a review. Gather any other supporting documents or information that you would like to have considered.

Complete this form, attach your written statement and supporting documents, and submit these materials within seven class days of the date the judicial determination letter was sent to you. Submit appeal review requests to the Department of Residence Life, MAC 603, if you are appealing a student conduct decision of a Residence Coordinator or the Associate Director of Residence Life. If you are appealing a student conduct decision of the Director of Residence Life, the Assistant Director of Student Conduct, or another campus hearing officer, submit your appeal review request to the Dean of Students Office, Student Union Room 204. You will be notified of the status of your appeal review request in writing by your designated reviewer. Appeal reviews for minor sanctions are administrative reviews of the record.

I, _____, acknowledge that the attached statement and documents are true and accurate. I also acknowledge that by providing false or inaccurate information I may face additional disciplinary sanctions.

Student's Signature

Date

Received by:

UAA Staff Signature

Department

Time/Date