

**Valparaiso University Law School  
Student Code of Conduct**

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## Prefatory Note

The Valparaiso University Law School Code of Conduct (“the Code”) articulates the expectation that each law student will, at all times, meet the highest standards of personal and professional honor, integrity, and ethical conduct, whether inside or outside the classroom. The Code describes acts of academic and personal misconduct that violate this expectation and the disciplinary proceedings that apply to an allegation of misconduct. Prohibited conduct includes any act that violates the academic Honor Code, undermines the integrity of the Law School’s educational mission or the ethical standards of the profession, or that is detrimental to persons or property. Excluded from the Code’s jurisdiction is any act that, in whole or in part, violates the University Nondiscrimination, Harassment and Sexual Assault Policy (“NHSA Policy”) or an act that is also the subject of the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*. Acts that violate the Honor Code or acts that are otherwise academic in nature are not the subject of the NHSA Policy or Campus Judicial System and always remain subject to the Code. An alleged act that would violate the NHSA Policy is subject to the reporting and complaint resolution procedures set forth in that policy.

The Code is organized into four parts—1) the preamble that states the rationale for the Code, 2) general provisions that constitute the administrative framework of the Code, 3) provisions that define student responsibilities and prohibited conduct, and 4) provisions that describe the disciplinary proceedings process, including possible sanctions. Appended to the Code is a flow chart overview of this process.

The Code is designed to address alleged violations in a fair and expeditious manner. The designee of the Dean known as the Code Administrator is authorized to conduct an informal investigation prior to the issuance of any written charge. The Code Administrator may dismiss a matter if the investigation produces no factual support for the allegation. The Code Administrator may also informally dispose of a matter when a student admits to the alleged violation and agrees to the proposed sanction. A written charge will issue and an Honor Board hearing will occur only when the Code Administrator finds factual support for the allegation and the student either denies the alleged conduct or does not agree to the proposed sanction. The goal of the Code is to both deter and remediate conduct that undermines the dignity of the academic environment or the professional standards for admission to the bar.

## I. Preamble

Valparaiso University Law School (“Law School”) embraces law as a calling to leadership and service. As a condition of admission to the Law School, a student’s character and conduct must meet not only the standards established by the Law School but also those required for admission to the bar. Once admitted to the Law School, a student is expected to continue to meet the highest standards of personal and professional honor, integrity, and ethical conduct, whether inside or outside the classroom. This responsibility includes scrupulous respect for the rights of others and the dignity of the learning environment. A student who fails to meet these standards and expectations may be subject to disciplinary proceedings under this Student Code of Conduct (“the Code”).

## II. General Provisions

- 1. Applicability.** The Code applies to all students and student organizations of the Law School. When the alleged violator is an organization, the presiding officer and students affiliated with the organization may be required to participate as the organization’s representatives in informal or formal disciplinary proceedings. The term “student” in the Code should be read to include a student organization whenever the mentioned responsibility, act or omission could pertain to the activities of a student organization. A student is individually subject to the Code from the time of application for admission through the actual awarding of a degree, notwithstanding that a violation may occur before classes begin, after classes end, during the academic year, or during periods between terms of actual enrollment. The Code shall apply to the conduct of a student who withdraws, is suspended, or is expelled from the Law School during a pending disciplinary matter provided that the conduct occurred prior to the withdrawal, suspension, or expulsion. The Code cannot be applied retroactively to events that predate the effective date of the Code. The Code is not a contract and is not to be construed as a contract between or among the students, student organizations, and the Law School. The Code does not apply to complaints that arise under the University Nondiscrimination, Harassment and Sexual Assault Policy (“NHSA Policy”) or an act that is also the subject of the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*. Acts that violate the Honor Code or acts that are otherwise academic in nature are not the subject of the NHSA Policy or Campus Judicial System and always remain subject to the Code. Complaints based in whole or in part on conduct that is alleged to violate the NHSA Policy are subject to the reporting and complaint resolution procedures therein set forth, the text of which can be found at: <http://www.valpo.edu/generalcounsel/assets/docs/Nondiscrimination%20Harassment%20Sexual%20Assault.pdf>.

**2. Discipline Authority and Delegation.** Ultimate authority for student discipline is vested in the Dean of the Law School. Discipline authority may be delegated to a specific school official or committee as set forth in the Code or as deemed appropriate by the Dean. For purposes of the Code, the Dean’s designated school official is referred to as the Code Administrator. The committee vested with authority to conduct hearings on alleged Code violations is referred to as the Honor Board. Although decisions reached by the Honor Board are deemed final, the Provost of the University retains discretion to review a written appeal of an Honor Board decision and to render any decision the Provost deems appropriate. The following describes the authority delegated to the Code Administrator and to the Honor Board and provides the rules for constitution of the Honor Board members:

- **The Code Administrator.** The Code Administrator is vested with authority to investigate a report of alleged Code violation (“a report”) and, whenever in possession of personal knowledge of a Code violation, to initiate such a report. Upon investigation of a report, the Code Administrator will share the report with the Dean of Students. The Code Administrator may then issue a written charge unless the Dean of Students determines the matter is subject to the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*. Should that occur, jurisdiction of the matter will be removed from the Code to the Campus Judicial System. If the matter remains the subject of the Code, the Code Administrator may dispose informally of a report without approval of the Honor Board, prior to the issuance of a written charge. After the issuance of a written charge, the Code Administrator may settle the charge at any time before an Honor Board Hearing occurs, subject to approval by the Honor Board.
- **The Honor Board.** The Honor Board is vested with authority to: 1) conduct a hearing on an interim suspension or written charge of Code violation; 2) render a decision after hearing; and 3) impose sanctions. The Honor Board shall consist of five members: two from the full-time faculty and three students—one each from the first, second, and third-year classes. All students in good standing are eligible to be considered for appointment to the Honor Board based on a statement of interest in the position. Student members shall be appointed for one-year terms by the Student Bar Association President, subject to approval by the Dean. Faculty members of the Honor Board shall be elected by the Faculty for one-year terms. The Dean shall select the Chair of the Honor Board from the elected faculty members. No member of the Honor Board may participate in an Honor Board proceeding if that member has a conflict of interest, either as determined by that member or by a majority of the other Honor Board members. In the event an Honor Board member is disqualified or otherwise unable to serve, a faculty member vacancy shall be filled by appointment of the Dean and a student vacancy shall be filled by appointment of the Student Bar Association President.

- 3. Prohibited Conduct.** The examples of prohibited conduct outlined in the Code are not an exhaustive summary of all prohibited conduct. By enrolling in the Law School, students agree to be judged by the highest standards of personal and professional conduct and ethical principles. Students and student organizations may be disciplined for acts of misconduct that are committed on or off University property or premises if the misconduct undermines the security of the University or Law School community or the integrity of the educational process, poses a serious threat to self or others, or threatens a student's ability to meet the character and fitness requirements for admission to the bar. The Dean of the Law School retains sole discretion to determine on a case-by-case basis whether the Code will be applied to conduct that occurs off University property or premises. The term "University property or premises" includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University (including adjacent streets and sidewalks).
- 4. Conduct in Violation of the Law and the Code.** An act of misconduct that may also be a violation of law is subject to disciplinary proceedings under the Code without regard to a pending civil action or criminal arrest and prosecution. A student who is arrested or otherwise charged with a crime punishable by incarceration has an ongoing obligation to disclose this information to the Law School within seven (7) calendar days of arrest or receipt of charges. Failure to make a timely disclosure constitutes a separate violation under the Code. Proceedings under the Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings. A student charged with violation of the Code shall be advised that statements made or actions taken in the course of proceedings under the Code may be discoverable in a related civil action or criminal prosecution. Notwithstanding a student's refusal to answer questions, the Honor Board may proceed with the hearing and formal disposition of the charge. Determinations made or sanctions imposed under the Code shall not be subject to change because criminal charges or civil claims arising from the same facts were dismissed, reduced, or resolved in favor of or against the student charged under the Code. If the charged student takes a voluntary leave of absence pending resolution of a related civil action or criminal prosecution, proceedings under the Code shall be temporarily suspended. Without regard to a student's decision to take a voluntary leave of absence, the Dean retains sole discretion to impose an interim suspension under Section IV(A) of the Code.
- 5. Confidentiality.** With the exception of communication for the purposes of investigation and deliberation, all information concerning alleged violations of the Code shall be treated as confidential. Student-specific information about proved or admitted charges shall be disclosed by the Law School only as requested by state bar authorities or as required by statute, administrative rule, or court order. No record shall be made in a charged student's law school file concerning a charge that was neither proved nor admitted.

6. **Notice.** Whenever notice to a student is required by the Code, receipt will be presumed when notice: 1) is personally delivered to the student by the Dean or Code Administrator; 2) is sent to the student by official University email; or 3) is mailed to either the current local address or the permanent address contained in the student's official Law School record. The Code Administrator will attempt to deliver notice by the means most expedient in the circumstances.
7. **Summary Report.** Each academic year the Office of the Dean shall publish or post a list of alleged violations brought to hearing or resolved through informal process in the previous academic year. The list shall include a summary of the violations charged, the result of the hearing and appeal or of the informal disposition, and any sanctions imposed. All information that would identify an alleged violator shall be redacted.
8. **Amendment of Code.** Amendments to the Code shall be made by the Faculty upon consideration of student comment and input from the Student Bar Association.

### III. Student Responsibilities and Prohibited Conduct

#### A. Student Responsibilities

1. **Honor Code.** The Honor Code is the cornerstone of the Student Code of Conduct. The Honor Code Pledge states: *I have neither given or received, nor have I tolerated others' use of unauthorized aid.* Each student is required to include a signed Honor Code Pledge on all work completed for academic credit and to sign the pledge by confidential examination number on all law school examinations.

"Tolerating others' use of" includes and is specifically intended to address failure to report another's use of unauthorized aid. A student who has knowledge of another's use of unauthorized aid must report that information to the Code Administrator. A student's knowledge may be inferred from circumstances.

Emanating from the Honor Code are general expectations of all students, which include:

- respect for others and a learning environment that is free from harassment and unfair advantage;
  - honesty and integrity in all actions, including work product and the process used to produce work product; and
  - sole responsibility for individual work product.
2. **Personal Conduct.** Student responsibilities include knowing the expectations stated in the Code and the Law School Bulletin. Students are expected to:

- follow all rules applicable to conduct in classroom environments and Law School or University-sponsored activities, including clinical, field, externship, and competition experiences that occur off University property or premises;
- respect the rights and dignity of others, both within and outside the Law School and University community; and
- obey all local, state, and federal laws.

## B. Prohibited Conduct

1. **Academic Misconduct.** Academic misconduct is any act or omission that violates the Honor Code Pledge or undermines the integrity of the Law School's educational mission or the ethical standards of the legal profession. Academic misconduct includes but is not limited to:

- **Material Misrepresentation or Omission.** A material misrepresentation or omission is one that a student knows, or should know, could influence an academic outcome, benefit, or opportunity, including law school or other academic admission or retention, financial aid, performance evaluation, academic credit or standing, pursuit of an externship or competition opportunity, employment or pursuit of an employment opportunity, or any matter concerning enforcement of the Code. Examples include:
  - falsely marking or otherwise misrepresenting a student's own presence or absence or the presence or absence of another student on attendance sheets or other documents;
  - signing another's name or allowing another to sign one's name in any manner that could affect academic credit, except as permitted by an instructor or other school official;
  - forging, falsifying, altering, or otherwise using school documents, records, or identification cards with the intent to defraud;
  - falsifying or fabricating information or data in an academic exercise including records, reports, and sources of information; and
  - offering for academic credit work previously offered by the student for academic credit, or simultaneously offering for academic credit work to more than one instructor, except as authorized in advance by the respective instructor or instructors.
- **Cheating.** Cheating is giving or receiving unauthorized aid in any form in any academic exercise or activity. Examples include:
  - using unauthorized external assistance, such as books, notes, computers, and wireless communication devices, on an in-class or regularly-scheduled examination or quiz;
  - taking an examination for another student or using another student as a substitute to take an examination or quiz;

- stealing examination content through any means, including retaining or making a copy of the examination or retaining notes taken during the examination;
  - discussing the contents of an examination with a student who has not yet taken the examination;
  - intentionally viewing the examination paper or answer sheet of another student while taking an examination;
  - reading examination questions or writing answers to any examination except during the authorized time for taking the examination;
  - taking an examination outside the room authorized for that purpose;
  - intentionally invading the administrative security maintained for the preparation and storage of examinations;
  - submitting as one's own work product a paper obtained from the internet, a commercial company, or other source; and
  - collaborating to produce work product that is supposed to be the student's individual work.
- **Plagiarism.** Plagiarism is the written or oral use of ideas or materials from another source, whether written or oral, without full acknowledgment and attribution to the original source. Examples include the following when proper attribution is not provided:
    - using another person's exact words;
    - paraphrasing another person's words, ideas, opinions, or theories; and
    - using facts, statistics, or illustrative material assembled or collected by others.
  - **Interference.** Interference is any intentional or reckless conduct that impedes the operations and educational mission of the Law School. Examples include:
    - disrupting the classroom or any academic exercise;
    - violating course rules;
    - breaching the anonymity of grading procedures;
    - obstructing the administration of any examination; and
    - impeding another student's work through the theft, hiding, mutilation, or destruction of library or other facility resources.
- 2. Personal Misconduct.** Personal misconduct is any act or omission that is contrary to the principles of student responsibility embodied in this Code without regard to whether such act or omission has direct bearing on the academic performance of the student or others. Personal misconduct includes but is not limited to:

- **Conduct Detrimental to Persons, Health, Safety, or Order.** Conduct detrimental to persons, health, safety, or order is any act or omission that threatens or endangers any member of the Law School or University community or any person on Law School or University property or premises or at Law School or University-sponsored activities, including clinical, field, externship, and competition experiences that occur off University property or premises. Examples include:
  - conduct that would constitute a crime punishable by incarceration under state or federal law, without regard to whether the student is charged in a criminal court or punishment is imposed;
  - conduct that involves an express or implied threat to interfere with another person's safety, academic efforts, employment, or participation in Law School or University-related activities or that causes the person to have a reasonable apprehension of such harm;
  - conduct that has the purpose or reasonably foreseeable effect of interfering with another person's safety, academic efforts, employment, or participation in Law School or University-related activities or that causes the person to have a reasonable apprehension of such harm;
  - conduct that is lewd, indecent, or obscene;
  - conduct that endangers one's self or others;
  - conduct that is disorderly, including obstructive or disruptive behavior that interferes with teaching, research, studying, or academic administration;
  - physical abuse of any person;
  - verbal abuse of any person, whether oral or written, including by means of social media;
  - acting with violence;
  - smoking in unauthorized locations on Law School or University premises;
  - unauthorized possession or use of alcoholic beverages;
  - unauthorized possession or use of illegal drugs or controlled substances; and
  - unauthorized possession or use of a weapon or firearm.
  
- **Conduct Detrimental to Property.** Conduct detrimental to property is any act or omission that threatens or endangers property belonging to any member of the Law School or University community or to any person on Law School or University property or premises or at Law School or University-sponsored activities, including clinical, field, externship, and competition experiences that occur off University property or premises. Examples include:

- conduct that would constitute a crime punishable by incarceration under state or federal law, without regard to whether the student is charged in a criminal court or punishment is imposed;
  - unauthorized taking, possession, use, duplication, or distribution of property, including violation of copyright policies;
  - unauthorized damage or destruction of property; and
  - unauthorized entry, use, or occupancy of Law School or University facilities.
- **Conduct Detrimental to the Disciplinary Process.** Conduct detrimental to the disciplinary process is any act or omission that interferes with enforcement of the Code. Examples include:
    - failing to make a timely disclosure of an arrest or receipt of charges for a crime punishable by incarceration (*see* General Provision 4);
    - knowingly making a false accusation;
    - falsifying, distorting, misrepresenting, or failing to disclose a material fact in a disciplinary investigation, meeting, or hearing;
    - intimidating, restraining, harassing, retaliating against, coercing, or bribing any participant in a disciplinary investigation, meeting, or hearing;
    - refusing reasonable cooperation in the investigation of an alleged violation;
    - failing, without a reasonable excuse, to participate in a disciplinary meeting or to appear and give testimony in a disciplinary hearing;
    - tampering with evidence relevant to an alleged violation; and
    - failure to comply with a sanction imposed under the Code, unless an appeal from that order is pending.
  - **Conduct Detrimental to Professional Character and Fitness.** Conduct detrimental to professional character and fitness is any act or omission not otherwise covered by the Code that reflects negatively on a student's character and fitness for the study or practice of law, including a violation of state rules of professional responsibility while the student is acting under student practice rules in that state.

## IV. Disciplinary Proceedings

### A. Interim Suspension

1. **Authority of Dean.** The Dean retains authority to immediately suspend a student from the Law School or from participating in Law School functions, programs, competitions, and other student activities. Imposition of interim

suspension shall include exclusion from the physical premises of the Law School and the University property or premises.

- 2. Grounds for Interim Suspension.** An interim suspension may be imposed when, in the sole discretion of the Dean, suspension is advisable to: 1) protect the safety and well-being of members of the Law School community; 2) protect the student's own physical or emotional safety and well-being; or 3) remove the disruptive influence caused or threatened by the student's presence.
- 3. Notice of Interim Suspension.** Written notice of the interim suspension shall be given to the student on the date of suspension and must include the terms and reasons for the suspension and the time, date, and place set for a hearing before the Honor Board. A Notice of Interim Suspension serves as a Notice of Written Charge under Subsection D of this Section. The provisions of Subsection D govern the procedures for student response, hearing, and appeal following a Notice of Interim Suspension.

## **B. Report and Investigation**

- 1. Report.** Any member of the faculty, administration, staff, or student body may make an oral or written report of alleged student misconduct. Such person is referred to under the Code as the report initiator. The report may be made to the Dean or to the Code Administrator.
- 2. Investigation.** Unless good cause exists to extend the time, the Code Administrator shall, within ten (10) calendar days of receipt of the report, conduct an investigation to determine whether: 1) the allegation should be dismissed for lack of credible evidence; 2) the matter is appropriate for informal disposition; or 3) a written charge should issue. The Code Administrator may interview the report initiator and any witnesses, and examine records and other documents. The Code Administrator may also meet informally with the student who is alleged to have violated the Code. If the Code Administrator has a conflict of interest or is unable to act, the Dean shall investigate or, if necessary and appropriate, appoint a tenured faculty member to investigate the report.
- 3. Termination of Investigation.** If, in the Code Administrator's opinion, there is no credible evidence upon which to issue a written charge, the Code Administrator shall terminate the investigation and so inform: 1) the report initiator; 2) the student who is alleged to have violated the Code; and 3) the Honor Board. Upon discovery of new evidence at any time, the Code Administrator may reopen the investigation.

## C. Informal Disposition

1. **Discretion of Code Administrator.** The Code Administrator is vested with authority to render an informal disposition of an alleged code violation when the Code Administrator determines upon investigation that informal disposition best serves the interests of the Law School community and the Dean of Students has determined that the matter is not subject to the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*.
2. **Form of Informal Disposition.** Informal disposition may take the form of: 1) dismissal of an allegation prior to written charge if no credible evidence is found to support the allegation; or 2) an agreed imposition of sanction if the student admits in writing to the allegation of Code violation.
3. **Memorialization of Informal Disposition.**
  - a. **Dismissal of Allegation.** If an allegation is dismissed prior to written charge, the disposition will be communicated orally by the Code Administrator to the report initiator and to the student who was alleged to have violated the Code. No written record will be retained that identifies the student against whom the dismissed allegation was made.
  - b. **Admission of Allegation and Agreed Imposition of Sanction.** If a student admits to the allegation and agrees to imposition of sanction, the agreed disposition shall be reduced to writing and signed by the student against whom the allegation was made. The terms of the agreed disposition will remain confidential and student-specific information about the agreed disposition will be disclosed by the Law School only as requested by state bar authorities or as required by statute, administrative rule, or court order. The Code Administrator may, without revealing the terms of the agreed disposition, inform the initiator of the report that an informal disposition has been reached.

## D. Written Charge and Formal Disposition

1. **Written Charge.** If, in the Code Administrator's opinion, credible evidence exists to support the allegations stated in the report, the Dean of Students has determined that the matter is not subject to the Campus Judicial System set forth in the Valparaiso University *Student Guide to University Life*, and informal disposition is not possible, the Code Administrator shall promptly present a written charge to the Honor Board.

- 2. Notice of Written Charge.** The written charge shall be given to the student on the date the charge is presented to the Honor Board.
- 3. Written Response.** Within five (5) calendar days of receipt of the written charge, the charged student shall respond in writing to the Chair of the Honor Board. The response shall admit, deny, or otherwise respond to each factual matter charged. The Chair of the Honor Board may extend the time for the student's written response.
- 4. Access to Information.** The charged student is entitled to information held by the Code Administrator that is exculpatory in nature or that would offer or support a defense against the charge, and to a list of the names of witnesses known to the Code Administrator. Under exceptional circumstances, the Code Administrator may withhold the names of witnesses or other information that would reveal the identity of witnesses if the Code Administrator reasonably believes these individuals would be subject to harassment if identified. The information, or an explanation for why the information is being withheld, shall be provided to the student as soon as possible after the Notice of Written Charge is issued. In such exceptional circumstances, alternative means shall be explored to accommodate the charged student's legitimate need for information.
- 5. Hearing Date.** Within five (5) calendar days after the response is due, the Chair of the Honor Board shall set a hearing date and time. In the ordinary course, the hearing date shall be no later than ten (10) calendar days after the response is due. If the Chair of the Honor Board determines that exigent circumstances necessitate a delay in the hearing date, the Chair may adjust the date accordingly.
- 6. Notice of Hearing.** Written notice of the time, date, and place set for the Honor Board Hearing shall be given to the student on the same day that the Chair determines the date and time for the hearing.
- 7. Settlement.** At any time before the Honor Board Hearing occurs, the charged student may enter into a written settlement agreement with the Code Administrator. The settlement agreement is subject to approval by the Honor Board and shall include the student's signed admission of Code violation and agreement to imposition of sanction.
- 8. Hearing Procedures.** The Honor Board Hearing shall be conducted according to the procedures set forth below and such other procedures as are from time to time adopted or applied by the Honor Board. The Honor Board is not bound by the formal rules of criminal procedure or rules of evidence. The Honor Board is

authorized to take official notice of statutory law and the published rules, procedures and policies of the Law School.

- a. **Private Hearing.** An Honor Board Hearing shall be private unless the charged student, the report initiator, and the Honor Board all agree to an open hearing. The hearing shall be audiotaped or videotaped. The deliberations of the Honor Board shall not be taped and shall remain confidential.
- b. **Representation.** A student charged with misconduct has the right to represent himself or herself and may seek the assistance of an adviser. Advisers are not allowed to speak or participate as legal counsel in the hearing but may provide guidance to the charged student.
- c. **Presentation of Evidence.** The Code Administrator shall address questions to the report initiator, witnesses, and the charged student. Members of the Honor Board may also question the report initiator, witnesses, and the charged student. The charged student has the right to respond to the evidence and to question the report initiator and any witnesses. The charged student may also offer witnesses and evidence in his or her defense, subject to the right of the Code Administrator and Honor Board to question such witnesses. The Chair of the Honor Board may in his or her discretion limit the number of witnesses and questions. The Honor Board may also receive reliable non-testimonial evidence from the Code Administrator and the charged student. At the conclusion of testimony, the Code Administrator and the charged student may deliver an oral summation of the evidence and a closing statement. Notwithstanding a refusal by the charged student to answer the questions of the Code Administrator or the Honor Board, the Honor Board may proceed with the hearing and formal disposition of the charge.
- d. **Decision of the Honor Board.** The decision of a majority of the Honor Board members shall be deemed the decision of the Honor Board. A charge shall be sustained only upon a decision by the Honor Board that there is no substantial uncertainty about the conclusion to be drawn from the evidence.
- e. **Finality of Decision; Appeal.** The decision of the Honor Board is deemed final. Within ten (10) calendar days of the Honor Board decision, the student may submit a written appeal to the Provost of the University. The Provost has discretion to review an appeal of an Honor Board decision and to render any decision the Provost deems appropriate.

- 9. Memorialization of Formal Disposition.** The decision of the Honor Board, including the sanction imposed, shall be reduced to writing. The terms of the disposition will remain confidential and student-specific information about the disposition will be disclosed by the Law School only as requested by the state bar authorities or as required by statute, administrative rule, or court order. The Code Administrator may, without revealing the terms of the disposition, inform the initiator of the report that a formal disposition has been reached.

## **E. Sanctions**

- 1. Imposition by Honor Board.** The Honor Board, upon reaching a decision that sustains the written charge, may impose any one or combination of the following sanctions for implementation by the Dean's office:
- a. Admonition.** An admonition is an oral statement to the charged student that he or she violated the Code, which, at the Honor Board's discretion, may be accompanied by a written statement in the student's file.
  - b. Warning.** A warning is an oral notice to the student that continuation or repetition of the conduct found wrongful may be cause for more severe disciplinary action in the future, and which, at the Honor Board's discretion, may be accompanied by a written statement in the student's file.
  - c. Censure.** Censure is a written reprimand for the violation and a warning of the possibility of more severe disciplinary sanctions in the event of a subsequent Code violation.
  - d. Community Service.** Community service is a work assignment that renders service to the Law School, University, local community, or a civic organization.
  - e. Exclusion from Activities.** Exclusion from activities includes exclusion from participation in school privileges or extracurricular activities for a specified period of time.
  - f. Course Failure.** Course failure is a recommendation for entry of a failing grade in the course in which a violation occurred.
  - g. Restitution.** Restitution is any financial arrangement to provide reimbursement for damage or misappropriation of property.

- h. Suspension.** Suspension is exclusion from classes and other privileges or activities for a specified period of time.
- i. Expulsion.** Expulsion is an order terminating the student's status for an indefinite period of time. If readmission is contemplated, the conditions for readmission shall be stated in the order of expulsion.
- j. Other.** The Honor Board may apply any other sanction that it deems appropriate and reasonable.

# Valparaiso University Law School

## Student Code of Conduct Process

