

**Millersville University**  
**Office of Student Conduct & Community Standards**  
**Administrative Appeal Form**

A student or student organization found to have violated the Student Code of Conduct by the Director of Student Conduct & Community Standards or their designee, may appeal the decision in writing to the Office of Student Conduct & Community Standards within five (5) business days following the Hearing Officer's decision.

An appeal must be based on one of the following criteria:

- Alleged violations of Administrative Hearing procedures. This is not a rehearing of the case. Charges will not be dropped or changed.
- New information pertaining to the case that was not available at the time of the Administrative Hearing that may substantially change the decision.
- Sanctions imposed were arbitrary or capricious for the violation of the Student Code of Conduct. \*See glossary of terms in the Student Code of Conduct

After completing and submitting the Administrative Appeal Form, a student or student organization may be granted an appeal. If granted, an individual appeal officer will review the case. This form must be submitted to the Secretary for the Office of Student Conduct & Community Standards (Student Memorial Center, Suite #107) or emailed to [student.conduct@millersville.edu](mailto:student.conduct@millersville.edu).

Name (please print): \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_

**\*\*\*Please provide rationale for the appeal choice you made above and attach to this form.**