

# Student Conduct Suspension Clearance Process Overview

## Student Conduct Suspension Clearance Petition

Returning to The University of Tampa after an extended absence due to disciplinary action can be a difficult decision. In order to ensure a successful return to the University, students suspended for disciplinary reasons must complete the Suspension Clearance Petition. Completion of the Suspension Clearance Petition does not automatically reinstate suspended students. After receiving the Suspension Clearance Petition, the Office of Student Conduct works with the Student Clearance Committee to ensure each suspended student is prepared to return as a successful member of the University community. Upon review of the Suspension Clearance Petition, suspended students may be required to submit additional information documented therapeutic intervention, behavioral intervention, and/or educational intervention.

2. Evidence of how a student spent their time away from The University of Tampa. This includes but is not limited to academic progress and/or gainful employment during their time away from The University of Tampa.

Examples include:

- a. Official transcripts from any institutions attended and/or
  - b. Paystubs and/or a letter on company letterhead that clearly verifies your dates and scope of employment.
3. Verification of completed community service hours. The specific number of required hours will be contained in your student conduct outcome letter.
  4. Completion of an alcohol and other drug treatment program to the satisfaction of the Student Clearance Committee (if included in your student conduct outcome letter).
  5. Completion of anger management treatment to the satisfaction of the Student Clearance Committee (if included in your student conduct outcome letter)
  6. Two letters of recommendation attesting to your maturity, growth potential, and readiness to return to the University of Tampa from persons not related to the student.

The specific requirements

of your Suspension Clearance Form for numbers 3, 4 and 5 were included in your student conduct outcome letter.

Please note that you will not be able to submit your Suspension Clearance Petition until 30 days prior to your suspension end date.

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Upon receipt of the Suspension Clearance Petition, the Office of Student Conduct will notify the suspended student via e-mail what components may be outstanding. Once all requirements have been received, your Suspension Clearance Petition will enter its review phase. The Student Clearance Committee may take up to 15 business days to review Suspension Clearance Petitions once all requested information has been received. After the review is completed, you will receive a notification from the Office of Student Conduct. This notification will include your reviewed status and under what conditions the University is prepared to support your return. The University retains the right to grant final clearance. The suspension will remain in effect until you have completed the required conditions. You may appeal the decision in writing to the Vice President of Student Affairs and the Student Clearance Committee within 2 business days of receipt of the denied petition. The Vice President of Student Affairs and the Student Clearance Committee will review the appeal. The decision of the Vice President of Student Affairs and the Student Clearance Committee is final.

If a Suspension Clearance Petition is denied, a student may appeal the decision in writing to the Vice President of Student Affairs and the Student Clearance Committee within 2 business days of receipt of the denied petition. The Vice President of Student Affairs and the Student Clearance Committee will review the appeal. The decision of the Vice President of Student Affairs and the Student Clearance Committee is final.

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