



Division of Academic and Student Affairs
Office of Student Conduct

studentconduct.dasa.ncsu.edu/

Campus Box 7321
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Notice of Attorney or Other Advocate Representation

In accordance with the rights outlined in the *Student Discipline Procedures*, Section 6, students or student organizations who plan to be represented by an attorney or other advocate in their disciplinary proceeding must submit this form. **It must be submitted at least three (3) calendar days prior to the scheduled disciplinary proceeding.** Failure to submit this completed form by the established deadline will result in the loss of the student or student organization's right to be represented by an attorney or other advocate at that proceeding. Any disciplinary conference involving representation will be conducted by staff from the Office of Student Conduct.

Attorney or Other Advocate Information

Attorney _____
 Other Advocate _____
Name _____

Street Address _____
City, State, Zip _____

Phone Number _____
Email Address _____

Certification by Attorney or Other Advocate

The attorney or other advocate named above must check each box and sign below, indicating that he/she has read in their entirety, understands, and agrees to comply with each of the following documents. Links to these documents may be found at <http://studentconduct.dasa.ncsu.edu/attorneys/>.

- Code of Student Conduct**, University Policy 11.35.01
- Student Discipline Procedures**, University Regulation 11.35.02
- Policy on Minimum Substantive and Procedural Standards for Student Disciplinary Proceedings**, UNC Board of Governors Policy 700.4.1
- Family Educational Rights and Privacy**, University Regulation 11.00.01

By signing below, I acknowledge that I have read, understand, and agree to comply with the above listed documents. Additionally, I understand that I may not delay, disrupt, or otherwise interfere with the disciplinary procedures while I represent the student or student organization. I understand that failure to comply with the expectations outlined in the above listed documents may result in my removal from the disciplinary proceeding and that neither the Rules of Civil Procedure nor the Rules of Evidence apply to the university disciplinary procedures.

Attorney or Other Advocate Signature _____ Date _____

FERPA Release/Authorization of Representation for _____ (Please Print Name)

The student must sign at the bottom of this form to provide consent for the release of University records maintained by the Office of Student Conduct under the Family Educational Rights and Privacy Act (FERPA). This release will remain valid for 365 days from the date of the signature, unless otherwise rescinded by the student. The signature also authorizes the attorney or other advocate to represent the student or student organization in a pending disciplinary proceeding.

Student or Student Organization Representative Signature _____ Date _____