WASHINGTON COLLEGE HONOR CODE & STUDENT CONDUCT SYSTEM

The Honor Code

We at Washington College strive to maintain an environment in which learning and growth flourish through individuals' endeavors and honest intellectual exchanges both in and out of the classroom. To maintain such an environment, each member of the community pledges to respect the ideas, well-being, and property of others. Thus, each member of the Washington College community abides by its Honor Code.

The Spirit of the Honor Code

The Washington College Honor Code was established by vote of the faculty and students in 1976 and reaffirmed in 1987. In 1994, the Honor Code was redrafted to reflect student and faculty sentiment that a single code should address both academic and social conduct.

The Washington College Honor Code sets standards for the entire College community. The intention of the Honor Code is to encourage honest academic achievement and the highest standard of social conduct in all members of the institution. Those who agree to this honor system promise to uphold it and abide by it. All students are required to sign the Honor Code upon enrollment at Washington College, signifying that they have read and understand the Honor Code, that they are willing to abide by its principles, and that they understand the sanctions they may incur if they violate the Code.

Purpose of the Honor Board

The Honor Board is charged with hearing academic and social cases of alleged student violations of the Washington College Honor Code. The Chief Academic Conduct Officer determines which academic cases are referred to the Honor Board, and the Chief Social Conduct Officer determines which social cases are referred.

Structure of the Honor Board

The Student Government Association Review Board and a representative of the chief officers appoint thirteen students to serve as members of the Honor Board. The faculty elects six faculty members to serve as members of the Honor Board. Staff Council appoints three staff members to serve as members of the Honor Board. The gender composition should always include a representative composition of different genders. At any given hearing, students, faculty, and staff members comprise the hearing panel and determine whether a student is responsible for violating the Honor Code and, if so, assign sanctions. Alleged violations of the policy on sexual harassment and discrimination (Title IX) will be adjudicated utilizing a panel of trained faculty and staff. Advisory members of the Board are the Chief Social and Academic Conduct Officers, the Faculty Vice-Chair, and the Honor Board Chair.

Normally, to proceed with a hearing, the Honor Board Chair or their designee, three student members, two faculty members, one staff member, and the Chief Social and/or Academic Officers or their designees must be present. However, in some instances (with the consent of the student being brought before the Board), an Administrative Hearing may proceed without a full board.

When classes are not in session, cases normally referred to the Honor Board may be handled by an administrative board as determined by the Chief Social or Academic Conduct Officer with the Honor Board Chair and the Vice-Chair, unless a student requests the case be heard by the Honor Board when classes resume.

If a faculty member determines that a student has committed an academic violation in that faculty member's course, the faculty member can instruct the Registrar to put a hold on a student's record to prevent the student from withdrawing from that course. At this time, the faculty member should notify the student of the placement of a withdrawal hold. The student should consult with the instructor of the course regarding the student's continued attendance. If the faculty member decides later in the semester to allow the student to withdraw, the faculty member will communicate the change to the Registrar. If the withdrawal hold remains, the faculty member can submit a letter grade for the student consistent with the faculty member's course policy at the end of the semester.

Chair 2026-2027: Lauren Paules '26

The ***Chair of the Honor Board*** is a student nominated by the Student Government Association Review Board. The Chair presides over all meetings of the Honor Board and reports activities of the Honor Board to the SGA. The Chair works with the Chief Social and Academic Conduct Officers to ensure that proper procedures are followed in the adjudication of all cases.

Vice-Chair 2025–2025: Prof. Peter Weigel

The ***Vice-Chair of the Honor Board*** is a faculty member elected by the other faculty members of the Honor Board and serves as a liaison between the faculty and the Honor Board.

Chief Social Conduct Officer 2026-2027: Gregory H. Krikorian

The ***Chief Social Conduct Officer***, as designated by the Vice President for Student Affairs, has primary responsibility to coordinate all aspects of responding to social violations of the Honor Code.

Chief Academic Conduct Officer 2026-2027: Prof. Jeremy Bard

The ***Chief Academic Conduct Officer***, as designated by the Provost and Dean of the College, has primary responsibility to coordinate all aspects of responding to academic violations of the Honor Code and refers cases to appropriate bodies for adjudication.

Other Hearing Bodies/Panels

The ***Chief Social Conduct Officer*** or the ***Chief Academic Conduct Officer*** can hear cases of alleged academic violations and makes decisions regarding the referral of those violations of the Honor Code to the Honor Board or other adjudication pathways (see below)

Other Administrators—Administrators who have been designated by either the Chief Academic Conduct Officer or the Chief Social Conduct Officer may hear cases of alleged violations of the Honor Code either individually or as members of an Administrative Hearing board.

Administrative Panel—A group of administrators, faculty, and students who have been designated by either the Chief Academic Conduct Officer or the Chief Social Conduct Officer and who have experience in adjudicating student conduct cases.

Title IX Hearing Panel—For more information about Title IX/Sexual Harassment and Discrimination procedures, refer to that section of the handbook.

Definition of Terms

Administrative Hearing—Conduct hearing conducted by a trained administrator or faculty representative. Business Days—Mondays through Fridays, excluding days when the College is officially closed for business. Complainant—Individual or group who brings initial notice of violation to the attention of College authorities.

Hearing Body—Refers to either an administrator who serves as a conduct hearing officer or hearing board such as the Honor Board or an Administrative Board.

Honor Board—The hearing board composed of students and faculty that hears alleged violations of the Honor Code and other College policies.

More Likely Than Not *(preponderance of evidence)*—The standard used at Washington College to find the Respondent responsible. This means that the student is found responsible if the hearing body believes that it was more likely than not that the alleged violation took place.

Respondent—The student or organization charged with a violation of the Honor Code. The President and one other officer represent the Respondent in cases involving an organization.

Conduct Resolution Pathways
The conduct resolution and/or adjudication of alleged violations of the Honor Code is the ultimate responsibility of the Vice President for Student Affairs. Several avenues of resolution of conduct violations have been established to support an educational process of accountability and responsibility that fosters a healthy and safe community. The following examples illustrate the typical pathways that will be utilized in the resolution of different types of conduct incidents. A variety of aggravating and mitigating circumstances may influence how a conduct incident is adjudicated and by whom. The Chief Social Conduct Officer and Chief Academic Conduct Officer will work closely with the Chair and Vice-Chair of the Honor Board in determining the appropriate conduct resolution pathway.

Below are the personnel who generally will adjudicate conduct incidents. The typical conduct incidents they will adjudicate are listed below:

Residential life professional staff will typically handle the following conduct incidents:

- 1st time alcohol violation
- Residential life related policies
- Low level policy violations

Student Affairs professional staff will typically handle the following conduct incidents. Incidents listed below, that are more serious in nature, may be referred to the Honor Board:

- Students who have current judicial standing (probation, etc.)
- Repeat or serious alcohol violations
- Possession, use or sale of illegal drugs/prescription medications
- Incidents of violence
- Theft
- Harassment
- Off-campus issues

Chief Academic Conduct Officer will handle all first-time academic integrity violations. In the instance of serious academic misconduct, first-time cases may be referred directly to the Honor Board.

Honor Board will typically handle the most serious conduct violations including, but not limited to, incidents that fall into the following categories:

- Repeat or serious violations of academic dishonesty
- Students who have current judicial standing (probation, etc.)
- Repeat or serious alcohol violations
- Bias related incidents
- Repeated violations of possession, use or sale of illegal drugs/prescription medications
- Incidents of violence
- Theft
- Harassment
- Off-campus issues

Special Hearing Board (Title IX Hearing Panel) will handle all formal complaints related to sexual misconduct, gender violence & harassment. For more information on these procedures, go here.

Jurisdiction
Students are responsible for observing the applicable laws, regulations, and rules of the larger community as well as the Honor Code/college policies at all times. The College reserves the right to investigate reports of any student misconduct that occurs on or off campus, including during periods between semesters or breaks in enrollment. If the College becomes aware that a student has been arrested and/or charged with a crime or has engaged in other conduct that is detrimental to the interests of the College or the welfare of others, the College may choose to initiate disciplinary proceedings against the student.

Honor Code Violations—Academic

1. **Plagiarism:** Presenting the language, the ideas, or the work of another as one's own, without proper attribution. Plagiarism can occur in all forms of academic work, including papers, lab reports, homework, computer programs, visual and creative arts projects, and other assignments.
    a. **Unauthorized Use of AI:** using AI software to generate ideas, text, or images and submit them as one's own work, without proper attribution and/or absent a clear statement of permission from an instructor.
2. **Dishonesty in Exams and Quizzes:** Cheating or in any way attempting to gain an unfair advantage in a quiz or exam. Examples include (but are not limited to) attempting to secure a copy of or information about a future examination or quiz without authorization from the instructor; copying another's answers during an in-class or take-home examination or quiz; using unauthorized materials, information, or study aids during an examination or quiz; or communicating with other students, either through voice, written, or electronic means, during in-class or take-home examinations or quizzes without authorization from the instructor.
3. **Falsification and Fabrication:** Perpetrating fraud or deceit of any kind in the course of the completion of one's academic work or in one's interactions with faculty or other College officials. Examples include (but are not limited to) inventing or falsifying information, such as citations or laboratory data, submitting identical or similar papers in more than one course without the permission of the instructors of both courses, and lying to a faculty member or other College official for the purposes of gaining an academic benefit.
4. **Aiding and Abetting Dishonesty in Academic Work:** Assisting or enticing another student to commit an act of academic dishonesty. This includes (but is not limited to) revealing the form or content of an examination or quiz, providing material, information, or other assistance to another person during an in-class or take-home examination or quiz, or giving assistance to another person with written work that results in plagiarism.
5. **Bribes, Threats, or Favors:** Attempting to induce any member of the College community, through bribes, threats, or the offering of favors, to alter a grade, to change the evaluation of any academic work, or to gain any other academic benefit.
6. **Computing Fraud:** Participating in any kind of illicit or dishonest use of information technology. This would include (but is not limited to) gaining unauthorized access to academic or administrative records, tampering with computer programs or systems, or interfering with the use or availability of computers and computer systems.
7. **Interference with the Academic Work of Students or Faculty:** Engaging in activities that effectively interfere with, deny access to, or inhibit the academic work of either faculty or students. This includes (but is not limited to) physically or verbally disruptive behavior in the classroom or lab, altering the contents of someone else's academic work without their knowledge, purposefully impeding someone else's access to materials necessary for scholarly work, or stealing, damaging, or concealing materials or equipment necessary to the academic well-being of the College community at large, such as library books, computer files, and audio-visual equipment.

Honor Code Violations—Social

Behavior that harms or threatens the physical, emotional, or social well-being of any member or guest of the College community is a social violation of the Honor Code. Such violations include (but are not limited to) the following:

1. **Sexual Misconduct/Harassment or Discrimination:** Please see the section on Sexual Harassment and Discrimination Policies.
2. **Acts of Violence:** Any physical conduct directed toward another that causes physical harm to the targeted individual or group.
3. **Endangering the Well-Being of Another:** Any conduct that jeopardizes the physical or emotional well-being of another person.

4. **Threat of Violence:** Any language or conduct that could be reasonably interpreted as an effort to intimidate or threaten another.
5. **Harassment Based on a Protected Class:** Unwelcome verbal, written, or physical conduct based on a protected classification (race, sex, color, national or ethnic origin, age, religion, marital status, handicap or disability, sexual orientation, genetic information, or any other legally protected classification) that has the purpose or effect of unreasonably interfering with an individual's work or education (including living conditions, extracurricular activities, and social life); creating an intimidating, hostile, or offensive environment; or constituting a threat to an individual's personal safety. Sexual harassment includes sexual violence/assault. Additional information about sexual harassment (which includes sexual assault/violence) and sex discrimination and the complaint procedures associated with these violations is described in the section on Discrimination and Harassment Policies (https://catalog.washcoll.edu/student-handbook/policy-sexual-harassment-discrimination/).
6. **Harassment Other Than That Based on a Protected Class:** Unwelcome behaviors that are persistent or repetitive and create an unreasonably uncomfortable educational, work, or living environment for an individual, or unreasonably interfere with an individual's academic or job performance and opportunities.
7. **Discrimination Based on a Protected Class:** Behavior that discriminates on the basis of race, sex, color, national or ethnic origin, age, religion, marital status, handicap or disability, sexual orientation, gender expression, genetic information, or any other legally protected classification.
8. **Retaliation for Filing a Discrimination or Harassment Complaint:** Retaliation against anyone for filing a complaint of discrimination or harassment, including sexual violence/assault, or participating in an investigation or hearing regarding such a complaint, is prohibited.
9. **Disorderly/Disruptive Conduct:** Any conduct that unreasonably interferes with the activities of individuals or groups in the College community.
10. **Stealing, Vandalizing, Damaging, or Tampering with Personal or College Property**
11. **Alcohol and Other Drug Violations:** Any violation of the alcohol and other drugs policies, including those outlined in the Residence Hall or Social Event policies. This also includes possession of drug paraphernalia to include pens, pipes, bongs, etc. For more information, see the section on Sanctions for Alcohol and Other Drug Violations.
12. **Violations of the College's Residence Hall Policies:** For more information, see the section on Residence Hall Policies.
13. **Unauthorized Presence or Forcible Entry into College Facilities:** Unauthorized presence, including (but not limited to) being in a residence hall that is not your own, without a host, entry into locked areas without direct permission, or entering a building or classroom after hours without direct permission from faculty or staff.
14. **Misuse of the Internet or Other Electronic Resources:** Misuse of electronic recording devices, including misuse of camera phones, digital and film cameras, audio recorders, etc. in such a way that violates the principles of academic honesty, personal respect, and the expectation of privacy of members of the campus community.
15. **Failure to Comply with Sanctions or Requirements of the Honor Board**
16. **Failure to Comply with a College Official:** Non-compliance with the directives of College officials, including (but not limited to): Public Safety Officers, administrators, faculty members, and residence hall staff or any other person who has been designated and authorized by the College to perform an institutional function within the scope of his/her responsibilities.
17. **Dishonesty:** Providing intentionally false or misleading information or statements to any College or community official.
    a. Making a false or misleading oral or written statement to any College official or faculty member (including, but not limited to, application for admission, financial aid, residency classification, or participation in any special programs sponsored by Washington College) when the student knew or should have known the statement was false
    b. Making a false or misleading oral or written statement at any point in the student conduct process or any other process used to address student behavior
    c. Making a false or misleading oral or written statement that misrepresents the character, qualifications, or reputation of another
    d. Falsely reporting a safety hazard (including, but not limited to, a fire, explosive, or incendiary device) by any means, including by activating an emergency phone on campus when no emergency actually exists
    e. Intentionally falsely reporting a crime or violation of this Code of Conduct or any other College policy
    f. Forgery
18. **Misuse of Social Media:** Using social media or other electronic communication platforms to violate the rights of others or to target, bully, or otherwise harm the College, another member of the campus community, or other third parties. Specific violations of this standard include (but are not limited to):
    a. Content that contains copyrighted information used without consent (including College name, logo, trademarks, etc.)
    b. Content or activity that is in violation of any College policies, procedures, and guidelines
    c. Content or activity that may be considered profane, obscene, or pornographic
    d. Content or activity that is reasonably likely to harass, intimidate, threaten, embarrass, humiliate, or degrade other individuals
    e. Content or activity that violates or is inconsistent with the College's discrimination and harassment policies also violates this policy
    f. Content or activity that contains untruthful defamatory or disparaging references or depictions of other groups, organizations, institutions, or individuals
    g. Content or activity that is malicious or meant to intentionally harm someone's reputation
    h. Content or activity that could compromise public safety
    i. Content or activity that compromises or violates the confidentiality of College or student records

The above restrictions do not apply to content posted for legitimate academic, political, or other expressive purposes that fall within the traditional bounds of academic freedom.

19. **Possessing or Displaying any Form of False Identification or any Identification Not One's Own or Assuming or Attempting to Assume the Identity of Another Person**

20. **Hazing:** Any action taken, created, or intended, to produce mental or physical discomfort, embarrassment, harassment, or ridicule that is directed at new or prospective members of a recognized student organization. Such actions may be perpetrated by an individual, an individual against an organization, or an organization against an individual. In case of violations, individuals and an organization as a whole may be subject to disciplinary action.

21. **Violations of any Local, State, or Federal Statutes**

22. **Any Other Violation of a Standing Policy of the College**

Role of Faculty in Upholding the Honor Code

The Chief Academic Conduct Officer

The Chief Academic Conduct Officer is a faculty member who works with the Provost for Academic Services and the Chief Social Officer on oversight and facilitation of the Honor Code and the Honor Board. He or she serves as the designated contact person for all faculty for cases of academic dishonesty, advises faculty about policies and procedures for investigation, reporting, and sanctioning academic violations, and maintains records of academic violations. When a faculty member reports a possible academic violation of the Honor Code, the Chief Academic Conduct Officer meets with the student(s) in question to discuss the situation and to explain the student's (or students') options and the next steps that will be taken. The Chief Academic Conduct Officer also coordinates Honor Code-related training and discussions among the faculty, the Honor Board, and the student body and is available to any students who have questions about the Honor Code or the Honor Board.

The Classroom Pledge

Faculty members are expected to discuss the implementation of the Honor Code at the beginning of each semester in every class. In addition, they are encouraged to have students attach the following pledge (or an abbreviation suggested by the instructor) to any credit-bearing work:

I pledge my word of honor that I have abided by the Washington College Honor Code while completing this assignment.

Reporting Violations

A faculty member who witnesses or learns of a violation of the Honor Code is expected to report the violation to the Chief Academic Conduct Officer. If the violation occurred in the faculty member's class, the faculty member is expected to discuss the violation with the student and report the incident to the Chief Academic Conduct Officer. If the student takes responsibility for the violation and has no previous academic or social violations on record, an Honor Board hearing will not be necessary and the Chief Academic Conduct Officer will issue a warning letter to the student. However, if the student has previously been found responsible for an academic or social violation, then the Chief Academic Conduct Officer will refer the case to the Honor Board for a hearing or other appropriate adjudication consistent with student conduct policies.

If a faculty member determines that a student has committed an academic violation in that faculty member's course, the faculty member can instruct the Registrar to put a hold on a student's record to prevent the student from withdrawing from that course. At that time, the faculty member should notify the student of the placement of a withdraw hold. The student should consult with the instructor of the course regarding the student's continued attendance. If the faculty member decides later in the semester to allow the student to withdraw, the faculty member will communicate the change to the Registrar. If the withdraw hold remains, the faculty member can submit a letter grade for the student consistent with the faculty member's course policy at the end of the semester.

For all alleged violations (whether it is the student's first or not), both the faculty member and the student have the option to request an Honor Board hearing. Additionally, in all cases, the faculty member may assign sanctions he or she feels appropriate in the course.

Role of Students in Upholding the Honor Code

Reporting Academic Violations

A student who commits an academic violation of the Honor Code is expected to take responsibility for his or her actions and report that violation to the appropriate faculty member or to the Chief Academic Conduct Officer. A student who becomes aware of an academic breach of the Honor Code by another student is expected to inform the appropriate faculty member or the Chief Academic Conduct Officer of the violation. Students may also wish to discuss their concern with the alleged violator to advise them to self- report.

Reporting Social Violations

A student who commits a social violation of the Honor Code is expected to take responsibility for his or her actions and report that violation to a member of the Student Affairs division, such as a Public Safety Officer, a Resident Assistant, or the Chief Social Officer. A student who becomes aware of a social breach of the Honor Code by another student is also expected to inform a Student Affairs staff member.

Students may also wish to discuss their concern with the alleged violator and advise him/her to self-report.

Honor Board Procedures and Guidelines

All students who are called before the Honor Board will be treated with respect, dignity and sensitivity. Prior to scheduling a hearing, a student who is charged with a violation will meet with either the Chief Academic Conduct Officer for academic violations or the Chief Social Officer for social violations to review the incident, charges, process and pathways for resolution. Additionally, students called before the Honor Board will be provided with information about the hearing process prior to the hearing in writing by the Honor Board Chairperson.

Once a student conduct case has been referred for a hearing, the Honor Board will work to schedule the hearing as soon as possible. At least five business days prior to the hearing, the Respondent will be notified in writing of the charges against them, as well as the date, time, and location of the hearing. In certain circumstances, with the agreement of the Respondent in the case, the five-day notification policy may be waived. In cases where the student Respondent is facing external charges filed by a law enforcement agency, the Honor Board may decide to hold a hearing prior to a court hearing. The Respondent may request a postponement of the hearing in writing to the Chief Social Officer. The Chief Social Officer, in consultation with the Honor Board Chair and/or Vice-Chair, will determine whether to grant the request.

For matters involving sexual misconduct or sex discrimination/harassment, please refer to the section on Sexual Harassment and Discrimination Policies. (https://catalog.washcoll.edu/student-handbook/policy-sexual-harassment-discrimination/)

Cases involving more than one Respondent are typically heard in one hearing. Either/any Respondent has the right to request a separate hearing. The administrator referring the case will decide whether to grant or deny the request.

A student Respondent may request that specific witnesses appear at his or her hearing. The request must be received by either the Honor Board Chair or the administrator of the hearing at least four business days prior to the hearing. Prior to the hearing, witnesses will receive written notification that they are required to attend and will be expected to participate in the hearing.

If a student chooses to have an advisor present at the hearing, the advisor's name must be submitted to the Honor Board Chair three days prior to the hearing. With the exception of cases involving sexual misconduct, the advisor must be a member of the College community (faculty, staff, or student). Neither attorneys nor family members may serve as advisors.

All parties involved in the student conduct process are entitled to have a member of the campus community serve as an advisor/advocate throughout the process to include attending all aspects of the process. The advisor/advocate may NOT actively participate in the Honor Board hearing but may offer guidance and support to the student they are serving. Parents and attorneys are not permitted to participate in an Honor Board hearing.

The Honor Board's decision regarding responsibility for Honor Code violations will be based solely on the information submitted during the hearing using the standard of "more likely than not".

A student Respondent's prior Honor Board or conduct record will be made available to the Board only if the student is found responsible and only for the purpose of informing the sanction phase.

The Honor Board is committed to the principles of consensus (a general agreement of all panelists) when making decisions about a student Respondent's responsibility and any resulting sanctions. On the rare occasion when a vote becomes necessary, four out of five votes will be required to find responsibility and to impose sanctions.

More information about the Honor Board hearing process and guidelines for student Responding Party, witnesses, and advisors can be found online.

Sanctions

Normally, at the time of the hearing, the Honor Board or other hearing body will determine sanctions for those found responsible for Honor Code violations. The Honor Board is empowered to impose sanctions that range from fines to expulsion.

Description of Sanctions for Honor Code Violations

No Contact Directive

When conduct prohibited by the College's Policies on Harassment and Non-Discrimination and/or Title IX have been alleged, or in other appropriate circumstances involving student conflict, the Dean of Students, or the Dean's designee, may issue a No-Contact Directive to the students involved, whether or not disciplinary action is taken. Public Safety staff may issue a short-term No-Contact Directive in emergent situations. A No-Contact Directive may also be issued as an interim and/or supportive measure while alleged violations of the Honor Code are being investigated and adjudicated. A No-Contact Directive is used to restrict encounters and communications between individuals. No-Contact Directives are designed to serve as a buffer between involved parties and include, in person, written, social media, third party interactions (i.e. having friends, teammate, roommates, etc. make contact on your behalf) and other potential avenues of contact. While a No-Contact Directive in and of itself does not constitute discipline and will not appear on a student's disciplinary record, refusal to adhere to the order after written or verbal notification of its terms is prohibited and may result in disciplinary action, including disciplinary suspension or expulsion.

No-Contact Directives will not typically be authored to address minor peer conflict. Instead, resources such as facilitated mediation will be offered and encouraged, along with other support services on campus. Staff members of the Student Affairs and Residential Life offices will be available to coordinate mediated resolutions. Once a No-Contact Directive is issued it will only be removed with written consent by both parties.

Fines
The Honor Board or other hearing body may levy fines.

Summary of Campus Fines

Fee	Cost
Alcohol Violation	$50
Second Alcohol Violation	$100
Drug Violation	$50
Second Drug Violation	$100
Failure to Complete Online Coursework (new students)	$50 (per module)

The Honor Board, a hearing body, or an appropriate campus official may assign fines. Issuance of a fine by a campus official does not replace or preclude disciplinary action by the Honor Board or other hearing body.

Official College Warning: This is a formal notice given to a student whose conduct is below standards of good behavior. This warning normally remains in effect for the duration of the semester in which it is given. If another violation occurs during this time period, it may result in a conduct review and the possibility of more serious sanctions.

Community Service Hours: Students may be assigned a specific number of supervised hours of work, either on or off campus, for violation of College policies. The Honor Board or other hearing body can assign community service hours.

Written Reflections: Students may be assigned to produce a written letter, reflection, paper, or other work that demonstrates an understanding of their violation and its impact on members of the community. The Honor Board or other hearing body can assign written reflections.

Educational or Other Sanctions: Students may be assigned a sanction tailored to the incident(s) in question that promotes further thought and development on the part of the student. Educational sanctions provide a student the opportunity to review the Washington College conduct expectations, understand how behavior can contribute to a positive and beneficial College experience, and learn of campus resources that support academic and non-academic success. Examples of educational sanctions include completion of an online educational tutorial, writing a research or reflective paper, attending a seminar, or meeting with members of various College offices.

Probation: Students may be subject to probation; the panel that hears the case will determine the terms of the probation. If a student placed on probation is subsequently found responsible for violating any College regulation, the student may be subject to immediate suspension or expulsion from the College. Students may be placed on probation by action of the Honor Board or other hearing body.

Probation may include (but is not limited to):

- Prohibition from attending campus social events (e.g., athletics, performances, Golden Goose, parties)
- Prohibition from joining a fraternity or sorority
- Prohibition from participating in intramurals
- Revocation of Dining Hall privileges
- Removal from campus job or reassignment
- Removal from campus leadership positions, or other co-curricular opportunities to include athletics
- Removal from SGA office, membership in the Senate, or other SGA appointed positions
- Removal from campus committees
- Another violation occurring while the student is on probation may result in a more serious sanction.

Deferred Suspension from the Residence Halls: Deferred suspension from College housing is a period of review during which the student must demonstrate the ability to comply with College rules, regulations, and all other stipulated requirements. If, during the period of deferred suspension, the student is again found responsible for violating any College policy, the student may be suspended immediately from the residence hall.

Restitution: Students may be billed for damages or related costs to an offense they are found responsible for. This may include damages, repair costs, hospital bills, etc.

Dismissal from/Ban from Residence Halls: This measure is employed in serious cases or patterns of behavior that indicate a student is not able to function as a positive member in or visitor to the residential community. Students dismissed from the residence halls do not receive any refund.

Deferred Suspension from the College: Deferred suspension from the College is a period of review during which the student must demonstrate an ability to comply with College rules, regulations, and all other stipulated requirements. If, during the period of the deferred suspension, the student is again found responsible for violating any College policy or regulation, the student may be immediately suspended from Washington College.

Interim Measures: By decision of the Chief Social Officer, or the Vice President for Student Affairs, or a designee of either, a student who is accused of a serious conduct incident may be removed from the campus or subjected to other forms of restrictions, without prejudice, pending a formal conduct review in order to avoid conflict within the community and/or to protect the safety of members of the College community. Students accused of acts or threats of violence, sexual assault, the possession of an illegal weapon, or the use of any weapon in a threatening or reckless manner, or other behaviors that potentially impact health & safety and/or the normal functioning of the college will likely be subject to immediate removal from campus pending a formal conduct process.

Suspension and Expulsion

These measures are employed only in the most serious cases of Honor Code violation. Notification is normally sent to the student's parents.

Suspension: Students suspended from the College must normally leave the campus within 48 hours of the time the suspension is imposed (unless otherwise instructed). A suspension can last for a minimum of the remainder of the semester for which it is imposed and as long as several semesters or be indefinite in duration. The Honor Board or other hearing body imposing the sanction determines the start date and length of the suspension.

Students suspended from the College during a semester will lose all academic credit for the semester for which the suspension occurs. Courses in which the student is enrolled will be marked "withdrawn" on the transcript. Students who are suspended for a social or academic violation are normally not permitted to be on campus during the time of their suspension and must obtain permission from the Dean of Students to return to campus for any reason.

Students who are suspended for social violations and who wish to return to the College must submit a request in writing to the Chief Social Officer (unless otherwise directed); students suspended for academic violations and who wish to return must submit a request in writing to the Chief Academic Integrity Officer (unless otherwise directed). Such requests must normally be received by July 1 for a fall semester return and by December 1 for a spring semester return. Students who have been suspended should give evidence that the time away from the College has been used productively, perhaps at another college or university or at a place of employment. Students seeking to return will be required to provide supporting evidence.

Expulsion: Expulsion differs from suspension in that students who are expelled from the College are not permitted to return to the institution at any time.

Disclosure of Honor Board Proceedings

The proceedings and outcomes of an Honor Board hearing are confidential and may only be released by the College in specific circumstances. In cases of sexual discrimination or harassment (including sexual assault/violence), both the Complainant and the Respondent have the right to be informed of the outcome of the Honor Board proceedings and the outcome of any appeal.

Additionally, the College may, upon written request, disclose to an alleged victim of a crime of violence or a non-forcible sex offense, or to the alleged victim's next of kin (if the victim dies as a result of the crime or offense), the final results of any of the College's disciplinary proceedings dealing with that crime or offense. The written request for this disclosure should be sent to the Chief Social Officer. The College will communicate student conduct information to offices, departments or staff with a legitimate educational need for such information.

Appeals

Making an Appeal

The Respondent may appeal decisions made by the Honor Board, other hearing bodies, or administrators by submitting a request for review in writing within five business days of receiving written notification of the outcome of the hearing. In cases of sex discrimination or sexual harassment, including sexual assault/violence, the Complainant also may appeal by filing a written request for review within five business days of receiving written notification of the outcome of the hearing. Only appeals that are based on one or more of the following grounds will be considered for review:

- a procedural error by the hearing panel where the error prevented fundamental fairness
- new information that was not available at the hearing that could potentially affect the outcome
- an imposed sanction that is grossly disproportionate to the violation and/or conduct history of the student

Students wishing to appeal decisions of the Honor Board should submit the appeal using the **online appeal form (https://washcoll.qualtrics.com/jfe/form/SV_cGdgaxWayzyhi9D/).** (Refer to your decision letter for more information.) The form will be forwarded to the Vice President for Student Affairs or designee (for social violations) or the Provost or designee (for academic violations). The Vice President for Student Affairs or designee, or the Provost or designee, will determine whether the appeal meets the above criteria, and whether to convene an appeal board to review. Decisions of the Vice President for Student Affairs or designee, the Provost or designee, or any appeal board that reviews a case are final.

Appeal Board

The appeal board will hear cases that have been forwarded for review from the Vice President for Student Affairs or designee or the Provost or designee.

For appeals of findings of social violations, the appeal board will consist of two members of the Honor Board who were not present at the original hearing as well as the Vice President for Student Affairs.

For appeals of findings of academic violations, the appeal board will consist of two members of the Honor Board who were not present at the original hearing as well as the Provost or designee.

Appeal Review Procedures

The Vice President for Student Affairs or designee, or the Provost, or designee, (or the appeal board if referred to them) will review the case in a timely manner once a case has been referred After reviewing the case, the Vice President for Student Affairs or designee, or Provost or designee or appeal board has the following options:

- to affirm the decision of responsibility and the sanction imposed by the Honor Board, administrator, or hearing body
- to affirm the decision of responsibility but ask that the sanction be reconsidered by the original hearing panel
- to affirm the decision of responsibility and modify the sanction
- to overturn the decision of responsibility
- to refer the case back to the original hearing panel to consider additional information
- to refer the case back for a full Honor Board hearing, administrator, or other hearing body, for a new hearing

Decisions made by the Vice President for Student Affairs or designee, or the Provost or Designee, or the appeal board are final and are not subject to further review.

Appeals of Grades or Academic Coursework
Appeals of grades or academic coursework are not reviewed through the above process. Those appeals must be made through a separate process, as outlined in the **Washington College Catalog (https://catalog.washcoll.edu/catalog/).**

Student Conduct Record Policy
After seven years following a student's permanent end to enrollment at Washington College, the student's conduct record on file with the Student Affairs Office will be destroyed.