

UNC Charlotte Dean of Students Office

Student Conduct Suspension Information & Checklist

During a term of suspension, a student loses all rights and privileges afforded UNC Charlotte students in good standing. During your suspension you are trespassed from all University property and may not be on campus without the previous consent of Police & Public Safety and the Dean of Students Office; your UNC Charlotte email account will be deactivated; and you may not live in University housing; and you may not participate in any University-sponsored activity during a suspension, whether or not the activity is academic or extra-curricular.

The Office of Student Conduct will automatically notify the Records and Registration Office (if you are an undergraduate student), the Graduate School (if you are a graduate student) and Housing and Residence Life (if you are a residential student) about your suspension. The Records and Registration Office/Graduate School will discontinue your student status for the duration of suspension, which will terminate your student services and privileges. Students who are suspended are not eligible to utilize any University services during their suspension. A notation of suspension will appear on your academic transcript during the term of suspension.

The Office of Student Conduct will automatically add your name to the UNC System Suspension/Expulsion database as a note of permanent file. Your student conduct file will be kept in the Dean of Students Office for a period of seven years.

If you have been indefinitely suspended from the University, you may petition the Associate Dean of Students in writing for consideration of reinstatement. This petition can be submitted no earlier than one calendar year from the start of your suspension. The Associate Dean of Students must grant reinstatement before the student can reapply for admission to the University.

Suggested tasks students should take care of pre- & post-suspension from UNC Charlotte (this does not represent an all-inclusive list):

Before Leaving UNC Charlotte

- Contact your academic advisor about your upcoming suspension.
- If you reside on campus, cancel your contract with Housing and Residence Life.
- Clear all bills with Student Accounts.
- If receiving Financial Aid, contact the Financial Aid Office.
- If you are on a meal plan, contact the 49er Card Office to cancel the plan.
- If you have a UNC Charlotte parking pass, contact Parking & Transportation Services (704-687-4285) to make arrangements to turn in your parking decal for a possible partial refund.
- International students should contact The Office of International Programs regarding visa and other concerns.
- Go to the Mail Service Center in the basement of the Bookstore/Prospector and fill out a Change-Of-Address card for forwarding of incoming mail items. If suspension is temporary, indicate this on the Change-Of-Address card.

Preparing to Return/Returning to UNC Charlotte

The Office of Student Conduct will automatically contact the Records and Registration Office/Graduate School regarding the end date of your suspension. All students who have been suspended for conduct reasons must reapply to the University. This reapplication process will include a criminal background and conduct history check, and a review of your application by the University's Admissions Review Committee.

- Complete all sanctions assigned to you as a result of your student conduct case. Contact the Office of Student Conduct (704-687-2617) if you have questions about the sanction requirements.
- If on indefinite suspension, petition the Associate Dean of Students in writing for reinstatement. This petition can be submitted one calendar year from the start date of the indefinite suspension period.
- If an undergraduate student, submit a Readmission application and fee to the Records and Registration Office. Answer the six (6) additional questions regarding criminal and disciplinary history and provide a written statement regarding any questions to which you answered “yes”.
 - Provide information to the Records and Registration Office for a criminal background check. The Records and Registration Office will provide you with information on how to complete this request and the fee for this background check.
- If a graduate student, submit an admission application and fee to the Graduate School. Answer the six (6) additional questions regarding criminal and disciplinary history and provide a written statement regarding any questions to which you answered “yes”.
 - Provide information to the Graduate School for a criminal background check. The Graduate School will provide you with information on how to complete this request and the fee for this background check.
- If reinstated to the University:
 - If you are eligible and planning to live on campus, contact Housing and Residence Life to complete a Housing contract and pay a deposit.
 - Contact the Financial Aid Office in order to resume financial aid disbursements, if applicable.
 - International students should contact the International Programs Office regarding visa and other concerns BEFORE returning to the United States.
 - Contact Student Accounts regarding payment of tuition and other student fees.
 - To resume UNC Charlotte health insurance, if applicable (i.e., you are not covered by an outside health insurance carrier), contact Student Health Services.
 - Register for classes following reinstatement.
 - Contact your academic advisor in preparation for your return to UNC Charlotte.
 - Visit Parking & Transportation Services to obtain a new parking permit for your vehicle, if applicable.
 - Abide by and uphold the University's Code of Student Responsibility and the Code of Academic Integrity.

