PSU Student Conduct Process

1) Incident Reported – Reports can be submitted via the Conduct web form at www.pdx.edu/dos/student-conduct-at-psu. Any member of the PSU community can submit a report.

2) Report Processing – The Director of Conduct and Community Standards (DCCS) determines whether the report contains enough information to support an alleged violation of the code and gather more information, if necessary.
   a) No Violation -- There is no violation if the DCCS determines that the report does not contain enough information to move forward.
   b) Notification -- If there is a violation, a formal letter is sent to the student’s PSU e-mail address with information about the alleged charge(s), the conduct process and the upcoming Administrative Review.

3) Administrative Review – During a conversation with the student, the DCCS gathers information about the complaint. A decision of Responsible/Not Responsible is made by the conduct officer or other hearing body.
   a) If the student is found Not Responsible, the DCCS notifies the student via email and closes the conduct file.
   b) If the student is found responsible for violating the Code of Conduct, sanctions will be assigned. The sanctions carry a specific deadline and holds can be placed on the student’s account if the sanctions are not completed by those deadlines.
      i) The student conduct process ends once the student has completed their assigned sanctions.

4) Appeal Request – If a student wishes to appeal the decision made by the hearing body, the student must submit the appeal within ten business days.
   a) The appeal request will be denied unless it fits the criteria outlined in the Conduct Appeal Request Form, found on the conduct website.
   b) If an appeal request has been granted, the appeal will be sent to the VP of EMSA (Enrollment Management and Student Affairs), who will determine whether to modify the original decision.
      i) The VP can modify the original decision or the assigned sanctions.
      ii) If the VP denies the appeal, the original outcome will be retained.

For more information, please contact the Office of the Dean of Student Life at 503.725.4422 or conduct@pdx.edu.