



# THE HONOR SYSTEM PROCESS

## ACCUSED STUDENT

*This is a standard overview of the Honor System process. Please keep in mind that every case is different and extenuating circumstances will likely expedite or elongate the process. For more information, please visit <http://studentconduct.unc.edu> or call the Office of Student Conduct at 919-962-0805.*

STAGE	DESCRIPTION	WHAT SHOULD I DO?
<b>Initial Report</b>	The Student Attorney General (SAG) receives a report of a possible Honor Code violation and conducts a preliminary investigation to determine if there is a reasonable basis to charge.	If requested by the SAG, schedule an initial meeting as soon as possible to discuss the allegations.
<b>Charge Decision</b>	The SAG makes a determination to charge the accused student with a violation and refer his/her case to the Honor Court for a hearing OR the SAG makes a determination that a violation has not occurred and does not issue a charge against the student.	You will be notified via email of the charge decision. If charged, contact the assigned Deputy Attorney General to set up a preliminary conference. If not charged, your Honor System matter is complete.
<b>Preliminary Conference</b>	A Managing Associate is assigned to coordinate scheduling of the Honor Court hearing, assign counsels, advise the student of his/her rights, and assist in making a plea to the charge(s).	Communicate regularly with your Managing Associate to schedule your Honor Court hearing in a timely fashion. Come to the preliminary conference ready to discuss the case and make decisions.
<b>Schedule Hearing</b>	The Counsels assigned will coordinate all relevant witnesses and parties to attend the Honor Court hearing.	You will receive a Notice to Appear which formally invites you to be present at your Honor Court hearing.
<b>Case Preparation</b>	A defense counsel is assigned to work with the accused student in preparation for the Honor Court hearing. Likewise, an investigative counsel is assigned to work with the reporting party.	Communicate frequently with your defense counsel to provide them with all evidence and supporting documentation prior to the hearing. All evidence must be submitted 48 hours prior to the hearing.
<b>Honor Court Hearing</b>	The accused student, defense counsel, and if necessary the reporting party and investigative counsel are present for the Honor Court hearing.	Work with your defense counsel to respond to the allegations against you. If necessary, be prepared to respond to questions regarding the incident.
<b>Hearing: Judgment</b>	If the accused student pleads not guilty, the Court will render a judgment as to whether the student is guilty or not guilty to the charge(s).	Maintain a sense of cordiality and professionalism in the hearing. If you're found guilty, be prepared to make sanction recommendations to the Court.
<b>Hearing: Sanction</b>	If the accused student is found guilty or accepts responsibility for the charge(s), the Court will assign appropriate sanctions.	Maintain a sense of cordiality and professionalism in the sanctioning phase.
<b>Post Hearing</b>	In this meeting, the Assistant Director will discuss the hearing outcome, and (if necessary) the sanctions imposed by the Court. The Assistant Director will also discuss the appeals process and timeline.	Contact the Office of Student conduct within forty-eight (48) hours of your hearing to schedule a meeting with the Assistant Director. To schedule a post-hearing meeting, please call 919-962-0805.