

**Pre-Hearing: Administrative Hearing**

Case Information

Allegation(s)

Date:

Time of Meeting:

Investigator:

Case Number:

**Confirmation of Receipt**

Once the Investigator/Conduct Officer has explained each item listed below, please initial next to each to indicate that you understand the implication of each item as it applies to the conduct process and have completed the relevant documentation.

\_\_\_\_\_ Investigation Report *(review)*

*I have reviewed the full Investigation Report and relevant investigative materials, am aware of its contents, have no further testimony to add to my statement, have no further information/evidence to provide, know of no other witnesses who could provide additional information, and I have no questions to ask of any other parties.*

\_\_\_\_\_ Notification of Respondent's Allegation(s)

*I understand that the above listed allegation(s) are the relevant provisions of the Code of Student Conduct that the Respondent is alleged to have violated based on the information gathered during the investigation.*

\_\_\_\_\_ Tentative date(s) and time(s) for Final Hearing

*I have provided the dates and times of my availability for the Final Hearing. I understand that I will be notified via my official Texas Tech email of the officially scheduled date, time, and location of the Final Hearing. I understand that I may also choose to participate in an Administrative Hearing immediately following this Pre-Hearing, wherein the current Student Conduct Officer/Investigator will serve as the Administrative Hearing Officer.*

\_\_\_\_\_ Appeal and Intent to Appeal *(review policy)*

*I have been explained and understand the established student conduct appeal and Intent to Appeal procedures.*

**Ready for Final Hearing**

Your signature below indicates that you fully understand all that has been discussed during this Pre-Hearing, that you have reviewed the relevant documents addressed during this meeting, and that you have no further questions about the investigation or process.

**Student**

\_\_\_\_\_ Printed name

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

**Student Conduct Officer/  
Investigator**

\_\_\_\_\_ Printed name

\_\_\_\_\_ Signature

\_\_\_\_\_ Date

**Hearing Outcome: Administrative Hearing**

| Allegation(s) | Student Response(s) | Finding(s) |
|---------------|---------------------|------------|
|               |                     |            |

Rationale:

Sanction(s):