

**CONDUCT CHARGE FORM**

I, \_\_\_\_\_, hereby file a claim for a conduct hearing and charge  
(Name of Complainant - Person filing Charges)

\_\_\_\_\_ with allegedly violating the Code of Conduct Standards  
(Name of Respondent – Person being Charged)

and Regulations as indicated in the Longwood University Student Handbook (Code #):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

This alleged violation took place on \_\_\_\_\_ at \_\_\_\_\_ in \_\_\_\_\_.  
(Date) (Time) (Location)

List the name(s) of the witness (es) involved in the incident. The witness (es) will be notified to appear at the hearing:

\_\_\_\_\_  
\_\_\_\_\_

List the evidence that can be identified at the time of filing that will be presented at the hearing:

\_\_\_\_\_  
\_\_\_\_\_

In the space below, and on additional paper as needed, give a complete statement of the facts related to the alleged violation:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Complainant's Signature

\_\_\_\_\_  
Date of Filing

\_\_\_\_\_  
Associate Dean of Conduct and Integrity

\_\_\_\_\_  
Date of Filing

**RETURN FORM TO: Office of Student Conduct and Integrity, Lancaster G-08A.**

Office Use only:

Resolved by: [ ] Agreed Resolution [ ] Administrative Hearing [ ] Honor & Conduct Board [ ] University Disciplinary Board