The following outlines the College of Charleston Honor System process as outlined in the Student Handbook. Please refer to the Student Handbook for additional information and explanation. For all purposes of this information, “day” will be defined as “one official College of Charleston workday” and shall exclude weekends and holidays.

**PRE-HEARING**

- Report of Alleged Violation
- Contact with student
- Meeting with Student Affairs Official

- No reasonable basis for allegation
  - Allegations dismissed, No charge(s)
  - Student admits violation

- Reasonable basis for allegation
  - Charge letter and packet delivered
  - Student contests charge(s)

**ADMISSION OF VIOLATION**

- Student admits violation
- Administrative hearing to determine sanctions
- Board hearing to determine sanctions

- Board recommends sanctions
- Administrator recommends sanctions
- Student affairs affirms or modifies sanctions

- Student or Complainant enters appeal

**Timeline**

- 5 DAYS
- 30 MINUTES - 48 HOURS
- 2 DAYS
- 5 DAYS
CONTESTATION OF CHARGE(S)

- Student contests charge(s)
- Hearing
  - Student found not in violation
  - Charge(s) dismissed
  - Student found in violation
    - Sanctions recommended
    - Student Affairs affirms or modifies recommendations
    - Student or Complainant enters appeal

Process of Appeals

- Appeal submitted to Executive VP for Student Affairs
- Executive VP reviews the case
- Decision returned

- 5 DAYS
- 30 MINUTES - 48 HOURS
- 2 DAYS
- 5 DAYS

10 DAYS