

## NOTICE OF CHANGE IN PROPOSED REGULATION

Date: September 18, 2008

**REGULATION TITLE:**

Student Honor Code and Student Conduct Code: Records, Holds,  
Issuance of Transcripts, and Retention of Records in Cases of  
Disciplinary Action

**REGULATION NO.:**

6C1-4.050

**SUMMARY OF CHANGES:** The University of Florida, in response to comments received concerning the above regulation, has changed the proposed regulation as follow:

Paragraph (1)(a)3.: It is clarified that failure to appear before the Greek Conduct Committee may result in a hold being placed on a student's transcript, as is the case for failure to appear before any other conduct committee.

**THE FULL TEXT OF THE PROPOSED REGULATION IS ATTACHED TO THIS NOTICE AS A REDLINED VERSION SHOWING THE CHANGES MADE.**

REGULATIONS OF  
UNIVERSITY OF FLORIDA

6C1-4.050 Student Honor Code and Student Conduct Code: Records Holds, Issuance of Transcripts, and Retention of Records in Cases of Disciplinary Action.

(1) The transcripts and future registration records of students subject to disciplinary action are placed on hold in accordance with the following guidelines:

(a) The Dean of Students Office will place a hold on the records where:

1. a student has committed Student Honor Code and/or Student Conduct Code violation culminating in suspension and/or expulsion;
2. a student has been placed on interim suspension pending investigation and hearing in accordance with Regulation 6C1-4.044;
3. a student has failed to appear before the Director of Student Conduct and Conflict Resolution or designee, the Coordinator of Residential Judicial Programs or designee, the Health Science Center Student Conduct Committee, the [Greek Conduct Committee](#), the Student Conduct Committee or the College of Law Honor Committee when notified as to his or her involvement in disciplinary matters;
4. when a student fails to complete required sanctions by the assigned deadline; or
5. a student with severe behavior problems is no longer attending the University, and it is the determination of the Dean of Students or designee that a complete review of his or her record is to be made prior to re-enrollment.

(2) When a student requests issuance of his or her transcript to another educational institution, outside agency or individual, such transcript shall be issued subject to the following

guidelines:

(a) If the Dean of Students Office has placed a hold on the transcript of a student in accordance with paragraphs (1)(a)1, 2, 3, or 4 above, the transcript will be issued with an overlay which states that the student is not in good standing with the University.

(b) If the Dean of Students Office has placed a hold on the transcript of a student in accordance with paragraph (1)(a)5 above, the Dean of Students or designee will review the record to determine and decide whether the transcript will be issued with an overlay which states that the student currently is not in good standing with the University and to contact the Dean of Students Office for additional information.

(3) The Dean of Students Office has adopted the following Retention of Records Policy: Student conduct records will be maintained in the Dean of Students Office through the student's graduation from the University. In cases where the student does not graduate, the record will be maintained as long as the student remains eligible to re-enroll. In cases where a student goes directly from an undergraduate status to a graduate or professional status, the record will be maintained until completion of the graduate or professional degree. Student conduct records shall be retained for longer periods of time or permanently if the student was expelled, suspended or blocked from enrollment, was found responsible for a significant violation of the Student Honor Code, has a hold or an overlay, or in situations that may result in future litigation.

(4) The student conduct file of an accused student shall be destroyed within one calendar year if the student is found not responsible for violating the Student Conduct Code.

(5) Notwithstanding the foregoing, if during the year of the student's graduation, the student requests in writing that his or her conduct record be destroyed, and that student can demonstrate that he or she has applied to graduate, that record will be evaluated. The record will

be destroyed provided the student committed only one Student Conduct Code violation and did not:

- (a) violate the Student Honor Code;
- (b) cause personal injury;
- (c) cause significant property damage;
- (d) commit a felony violation of a state controlled substance law;
- (e) disrupt the orderly operation of the University;
- (f) violate the firearm, explosives, dangerous chemicals, ammunition or weaponry

regulations of the University; or

- (g) rise to the level of magnitude, or impact of violations described in (a)-(f) above.

The decision of the Dean of Students or designee on whether or not to destroy a disciplinary record under this section (5) is final and is not appealable.

Specific Authority: BOG Resolution dated January 7, 2003.

History: New \_\_\_\_\_, Formerly 6C1-4.026.