



OHSU POLICY MANUAL

Policy Number: 02-30-050

Policy Title: STUDENT SUSPENSION, DISMISSAL AND APPEAL

Effective Date: March 22, 2016

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1. Policy

OHSU schools and colleges have the authority to pursue academic suspension and academic dismissal proceedings for those students who have not met program standards, have failed to meet the terms of academic probation, and/or have violated policy and/or proscribed conduct. Each school or college shall make available to students the OHSU policy on Student Suspension, Dismissal and Appeal.

2. Initiation and Notification of Proceedings

- A. To initiate suspension and/or dismissal proceedings, the student's program director must inform the appropriate associate dean in writing of the reasons for the suspension or dismissal recommendation.
- B. Students recommended for suspension or dismissal will be notified in writing by their school or college of their opportunity to participate in a hearing. The notification letter will include an explanation of student rights and the basis for the suspension or dismissal recommendation.
- C. Students participating in a hearing will be notified in writing of the date, time and place of the proceedings.
- D. Unless placed on interim suspension in accordance with Section 3, the student may continue in the academic program pending the outcome of the hearing.
- E. The student may notify the dean of their intent to withdraw from their academic program prior to the hearing.

3. Interim Suspension

A student may be suspended on an interim basis if the Vice President for Student Affairs determines that the Student's continued presence on the OHSU Campus or continued active participation in the program poses a substantial threat of physical or mental harm to self or another person or might disrupt or interfere with the normal operations of OHSU. Interim suspension may become effective immediately without prior notice. A hearing and/or medical evaluation will be scheduled as soon as is practicable.

4. Hearing Committee

- A. The dean of each school or college will appoint a committee to conduct an impartial hearing.
- B. Following the hearing, the committee will submit in writing a recommendation to the dean.
- C. Once a decision is reached the dean will notify the student in writing of the decision and of their right to appeal the decision to the provost.
- D. The decision of the dean is the final action for the school or college. The student has the right to appeal the decision of the dean to the provost.

5. Right to Appeal

- A. A student may appeal a final suspension or dismissal decision in writing to the provost within 10 business days after receipt of the decision, however the student may not continue in the academic program while the appeal is pending. Appeals to the provost shall be filed in the OHSU Office of Student Affairs and may only be made upon the following grounds:
 - 1) The school or college failed to follow established procedures with respect to the decision appealed from and the error resulted in prejudice to the student;
 - 2) New material information is available that could not have been presented at the time of the proceedings at the school or college;
 - 3) The decision is in conflict with applicable law, rules or OHSU policies.
- B. The decision of the provost is final.

6. Record of the Proceedings

In the event the proceeding is a result of allegations of violent crime or a sexual offense, records of the hearing shall be reported to the Department of Public Safety for compliance with the Information for Crime Victims about Disciplinary Proceedings requirement: HEA Sec. 485 (f)(8)(B)(iv)(II); HEA Sec. 487 (a)(26).

Revision History: October 25, 1996; March 7, 2001; February 7, 2002; March 22, 2016

Responsible Office: Academic and Student Affairs, academicpolicy@ohsu.edu

Related Documents: [Student Dismissal Procedure](#); [Policy Definitions](#); [OHSU Code of Conduct](#)