

Student Name: _____

Student ID Number: _____



Notice of Attorney or Non-Attorney Representation

In accordance with N.C.G.S. 116-40.11, students or student organizations accused of violating the Student Code of Conduct may be represented, at their own expense, by a licensed attorney or non-attorney advocate of their own choosing. Any accused student or student organization that is represented by an attorney or non-attorney advocate during the University disciplinary process must submit this completed form to the Office of Student Rights and Responsibilities no later than five (5) business days prior to a disciplinary hearing or two (2) business days prior to a Student Conduct Conference (SCC).

Additionally, an accused student must also complete and sign a release of information form providing consent for the disclosure of education records maintained by the Office of Student Rights and Responsibilities under the Family Educational Rights and Privacy Act (FERPA). This form must also be submitted no later than five (5) business days prior to a disciplinary hearing or two (2) business days prior to a Student Conduct Conference and is available online at <https://ferpa.uncg.edu/>.

I. Attorney or Non-Attorney Advocate Information:

Name: _____

Mailing Address: _____

Phone Number: _____ Email Address: _____

Licensed Attorney: Yes _____ No _____

Non-Attorney Advocate Relationship to Student: _____

II. Certification:

Prior to participating in any University disciplinary process, the attorney or non-attorney advocate must initial each statement and sign below, indicating that they have read, understood, and agreed to comply with each of the following documents.

_____ [UNCG Student Code of Conduct](#)

_____ [Policy on Minimum Substantive and Procedural Standards for Student Disciplinary Proceedings](#), UNC Board of Governors Policy 700.4.1

_____ [Guidelines for Attorney/Non-Attorney Advocates](#)

By signing below, I acknowledge that I have read, and understood the above-listed documents. I further understand that this is an administrative process and that neither the formal rules of civil procedure nor the rules of evidence apply.

Attorney or Non-Attorney Advocate's Signature

Date