



**University Housing  
Resident Behavior Appeal Form**

*Residence Life Office*  
3400 N. Maryland Ave.  
Milwaukee, WI  
53211-2953  
414-229-5712 phone  
414-229-4127 fax  
www.universityhousing.uwm.edu

<b>Resident Name (print):</b>	<b>Room #:</b>
Incident Report #:	Resident Contact Phone #:
Current Address:	Sanction(s)/Violation(s) you are appealing

**Reason for appealing (Check all that apply)**

There was not substantial evidence to support the conclusions reached.

A substantial error in due process was made where student did not receive adequate notice of the hearing or standard University and University Housing procedures were not followed.

There is new evidence of a substantive nature that came to light after the original behavior meeting.

Please provide substantiating information in response to the items checked above. **It is important to be as specific as possible when filling out this form. Appeals that are not legible will not be reviewed.** (For more space please use the back of this form):

**Resident Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Financial Appeals related to Behavior Sanctions:** Any fees associated with a behavioral sanction are not eligible for an appeal through the Financial Appeals Committee.

- The behavior, which the student was found responsible for through a the behavior process (policy violation/sanction), resulting in sanction fees, can be appealed through the behavior process. Behavior appeals must be submitted within 7 business days of the date listed on the behavior decision letter.
  - This would include fees for sanctions such as CARD, BASICS I and II, judicial educators, restitution, and contract termination.
- Fees outside of the behavior process, which could be related to termination/vacate (i.e. lock change, improper check out, damages not related to restitution) can be appealed through the Financial Appeals Committee This form must be submitted within 7 business days of the date listed on the decision letter.

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*Please submit form in a sealed envelope, to the Sandburg Halls Residence Life Office c/o Student Conduct and Community Standards Area Coordinator (C120), 3400 N Maryland Ave, Milwaukee WI 53211.*

**OFFICE USE ONLY**

**Upheld:** \_\_\_\_\_

**Overtured:** \_\_\_\_\_

**OFFICE USE ONLY**

**Date Received** \_\_\_\_\_ **“Appeal Received” Letter Sent** \_\_\_\_\_  
Date

**IR# Verified** \_\_\_\_\_ **Initials** \_\_\_\_\_