**Policy 6.4 - Resolution of Reports Against Students and Employees**

***Appeal - Appeal of a Hearing Panel Decision Form***

**Name[[1]](#footnote-1) of Party Completing Form:**

**Date Submitted**:

*Both the party-complainant and the respondent may appeal a decision of the Hearing Panel. A non-party complainant may not appeal the decision of the Hearing Panel. A party may commence an appeal by submitting their Appeal of a Hearing Panel Decision electronically to the Cornell Office of Civil Rights within ten (10) business days of service of the Hearing Panel’s decision, subject to requests for reasonable extensions.*

*Appeals may be brought only upon one or more of the following grounds:*

1. *The sanctions or remedies are not commensurate with the injury/violation or are unjust.*
2. *A University official or officials, including the Hearing Panel, assigned responsibility for performing specific functions by these procedures, violated the fair application of relevant University procedures, and such violation may have had a prejudicial effect upon the outcome. This includes conflict of interest or bias.*
3. *A University official or officials, including the Hearing Panel, assigned responsibility for performing specific functions by these procedures, committed an error in in interpreting Policy 6.4, these procedures, and, such error may have had a prejudicial effect upon the outcome. This includes determinations of jurisdiction and determinations of Hearing Process[[2]](#footnote-2).*
4. *The Hearing Panel rendered a decision that is clearly erroneous.*
5. *New evidence was discovered after the Hearing Panel’s decision that could not have readily been discovered before the decision and that, would probably**change the outcome.*

*The Appeal must set forth:*

* *the determination(s) being appealed,*
* *the specific ground(s) for the appeal, and*
* *the facts supporting the ground(s).*

*The Appeal may not exceed 3500 words. This 3500-word limit includes all footnotes and citations such as citations to pages in the appendices of the final investigative record. For these citations, please use the following form: (A. 97) or (B. 21). Your word count will be verified and the word limit strictly enforced.*

*The party must sign the Appeal and indicate the word count.*

*Parties are not required to file an Appeal. Parties who choose to file an Appeal of a Hearing Panel Decision must use this form and submit it electronically to the Cornell Office of Civil Rights at* *titleix@cornell.edu**.*

[Insert Text]

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Party Signature[[3]](#footnote-3)

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Word Count

1. You may use your initials or indicate “Complainant” or “Respondent.” [↑](#footnote-ref-1)
2. Determination of Hearing Process is only applicable to Student Procedures. [↑](#footnote-ref-2)
3. Signature may be electronic. [↑](#footnote-ref-3)