Introduction: The Office of Student Conduct provides this information sheet to students who have been suspended from the University through the conduct process. The information listed is not intended to be exhaustive, but instead should provide general information to assist students in exiting and re-enrolling at the University. Any questions related to specific processes and procedures should be directed to the appropriate department or office. Also, please be advised that there may be other processes and procedures that are not specifically mentioned on this information sheet that may pertain to your specific situation.

Definition: Suspension – Temporary severance of a student’s relationship with the University for a specific period of time. The period of time and any requirements that must be satisfied prior to re-enrollment are to be specified on an Informal Resolution Agreement or Formal Notice of Decision letter.

Notice of Suspension Letter: A Notice of Suspension letter will be sent to the following departments/offices:

- Office of the President • Office of the Registrar • Office of Student Financial Aid • Bursar’s Office Division
- Food Services • Office of the Vice President for Student Affairs • University Housing • Office of Human Resources

Department and Office Information: The following departments/offices may assist suspended students with inquiries about exit processes and procedures.

Bursar’s Office Division • (706) 542-2965 • www.bursar.uga.edu
- Contact the Bursar’s Office for inquiries about fees and tuition refund.

Office of the Registrar • (706) 542-4040 • www.reg.uga.edu
- Contact the Office of the Registrar for information about withdrawal from current or enrolled in classes.
- The Office of the Registrar will also be able to explain what information is given to professors and how they determine grades for classes being taken at the time of suspension.

Office of Student Financial Aid • (706) 542-6144 • www.osfa.uga.edu
- Contact the Office of Student Financial Aid for information about financial aid and the HOPE Scholarship.

University Housing • (706) 542-1421 • www.housing.uga.edu
- Refer to University of Georgia Residence Hall Contract, Section 10. Termination of Contract, B. Students not enrolled at the University during the contract period, for further information about refunds and cancelation fees.

Food Services • (706) 542-1256 • www.foodservices.uga.edu
- Refer to Academic Year Meal Plan Agreement, What You Agree to Do section, for further information about refunds and cancelation fees.

Parking Services • (706) 542-7275 • www.parking.uga.edu
- Contact Parking Services for information on how to cancel a parking pass.
General Information while on Suspension: Unless a student is barred from campus, a student on suspension can access all campus resources that are open to the general public. Some campus resources that are open to the general public may require a fee.

Dean's Certification: Some schools, programs, companies, and organizations require applicants to submit a Dean’s Certification, which verifies a student’s records. Four offices are involved in the certification process at the University of Georgia. The Office of the Registrar reports the enrollment verification and academic standing of the student, the Vice President for Instruction reports any violations of the University’s academic honesty policy, the Equal Opportunity Office reports on any violations of NDAH policies, and the Office of Student Conduct reports on any violations of the Code of Conduct and sanctions issued. The Dean’s Certification process may be initiated by completing the Dean’s Certification Authorization & Routing Slip available at www.conduct.uga.edu/students/dean.html

Returning to the University: Prior to returning to the University, a student serving a period of suspension must schedule a meeting with the Office of Student Conduct to discuss any outstanding sanctions and re-enrollment status. A student on suspension should refer to their Informal Resolution Agreement or Formal Notice of Decision letter for any additional requirements during suspension or once the period of suspension has ended. Once the student’s suspension period is over and all sanctions have been completed and approved by the Office of Student Conduct, the student may re-enroll in classes. For information about re-enrollment or re-applying to the University contact the Office of the Registrar at (706) 542-4040.

Office of Student Conduct
247 Memorial Hall
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(706) 542-1131
www.conduct.uga.edu

The Office of Student Conduct is a unit within the Division of Student Affairs at the University of Georgia. The University of Georgia is a unit of the University System of Georgia. The University of Georgia is committed to principles of equal opportunity and affirmative action. If you have a disability and need assistance to obtain this publication in an alternate format, please call the Office of Student Conduct at (706) 542-1131.