



Certification Form for Licensed Attorneys and Non-Attorney Advocates University of North Carolina Asheville

Please write legibly below

Name of Attorney/Non-Attorney Advocate: _____

Address (Include City and State): _____

Phone Number (Best one to be reached): _____

Date (Document must be received 24 hours prior to Hearing Board): _____

I will be representing (student name) _____ during their Citizenship Education Hearing, which includes Title IX Hearings, taking place on (date and time) _____. I understand the Citizenship Education process, which includes the Title IX Cases and Violations, is one founded on education and consequences as opposed to punishment. The University wishes to have the majority of communication with the student because of the nature of the process, however, the UNC Asheville process does allow for participation from Licensed Attorneys and Non-Attorney Advocates. In order to participate in this process, I understand that I must have read all of the following documents, which are accessible on the University Website at <http://housing.unca.edu/citizenship-education>:

- The UNC Asheville Student Code of Community Standards
- The UNC Asheville Guidelines for Attorneys and Non-Attorney Advocates in the Citizenship Education Process
- Section 700.4.1 of the UNC Policy Manual
- Sexual Misconduct and Interpersonal Violence Policy

By signing below, I am stating that I have thoroughly read and understand the documents mentioned above. If there are parts of the documents above that I do not understand, I acknowledge that I can ask for clarification prior to the Citizenship Education Hearing Board meeting from the Director of Citizenship Education or the Assistant Director of Citizenship Education, who can be reached at (828) 251-6700. I further understand that I can ask Dr. Jill Moffitt, the Title IX Coordinator, for any clarification prior to the Title IX Hearing (if applicable), who can be reached at (828) 232-5658 or jmoffitt@unca.edu. I understand that this signed document must be received no later than 24 hours prior to the Hearing Board meeting in the Citizenship Education Office located in Governors Hall.

Signature of Licensed Attorney or Not-Attorney Advocate: _____

FOR OFFICE USE ONLY

Date and time form received: _____

Form received from whom: _____

* Please deliver form to Dr. Melanie Fox or Blair Jenkins upon receipt. Students involved in a Title IX Hearing can also submit forms to Dr. Jill Moffitt.

**University of North Carolina Asheville
Office of Citizenship Education
Fax Number (828) 232-5051 * Phone Number (828) 251-6700**