Role of an Adviser

Any student who has allegedly committed a violation of the Institutional Rules on Student Services and Activities has the right to have an individual accompany them to an educational conference or a hearing with Student Judicial Services (SJS). This person serves as an Adviser for the student.

It is important that students electing to have an adviser present at meetings or at a hearing understand the role that the adviser has in the process. The following is a list of important information students and advisers should be aware of:

- **An adviser is as an individual that a student may choose to have accompany them to meetings or a hearing with SJS.** This individual can be a friend, parent, family member, attorney, or any individual the student would like to have present during meetings with SJS or a hearing.

- **The student will need to sign an Authorization and Release form in order to have an adviser present during a meeting or hearing.** This form allows SJS staff to speak openly about a student’s alleged Institutional Rules violation when the adviser is present. At any point, a student can choose to terminate the release form if they would like to no longer have the individual serve as their adviser or have access to their disciplinary matter. This must be done in writing.

- **The adviser serves as a support person for the student, but cannot advocate on behalf of the student during a meeting or hearing.** The student is solely responsible for presenting their case and communicating directly with SJS about their case.

- **Although the adviser cannot speak on behalf of a student, the adviser can ask questions about the disciplinary process.** SJS staff will answer any questions as appropriate.

- **If the adviser is directly involved with the disciplinary matter or if their involvement may be a conflict of interest, SJS staff or the hearing officer can dismiss the adviser from a meeting or hearing.** The adviser cannot be a student allegedly involved in the matter or serves as a witness.

- **Advisers may be dismissed from any disciplinary proceedings if they are considered to be a disruption to the process.** The goal of SJS is to provide a conduct process that is educational. When an adviser is disruptive, it interrupts the student’s educational experience.

- **A student can choose to change their adviser.** The adviser supports the student through the conduct process, therefore a student can choose to change their adviser at any point to proceed without an adviser altogether. SJS will work with the student to facilitate the process of changing their adviser.

- **If the student’s adviser is an attorney, SJS has the right to have an attorney present during a meeting or a hearing.** Please know that the role of the adviser does not change during a meeting or a hearing if the adviser is an attorney.

If you have any questions regarding the role of an adviser or the student disciplinary process, please refer to our website at http://deanofstudents.utexas.edu/sjs or call SJS at 512-471-2841.