



OFFICE OF THE DEAN OF STUDENTS

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Role of an Advisor

Any student accused of violating the *Institutional Rules on Student Services and Activities*, and any Complainant in a Track C case, has the right to have an individual accompany them to a meeting or hearing with Student Conduct and Academic Integrity (Student Conduct). This person serves as an “advisor” for the student.

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

- **An advisor is an individual that a student may choose to have accompany them to meetings or a hearing with Student Conduct.** This individual can be a friend, parent, family member, attorney, or any individual the student would like to have present during meetings or a hearing with Student Conduct.
- **The student will need to sign an Authorization and Release form in order to have an advisor present during a meeting or hearing.** This form allows Student Conduct staff to speak openly about a student’s engagement with the university in the presence of the advisor. At any point, a student can choose to terminate the release form if they would no longer like to have the individual serve as their advisor or have access to their disciplinary information. This must be done in writing.
- **A student may choose to change their advisor.** The advisor supports the student through the conduct process; therefore, a student may choose to change their advisor at any point during the process or proceed without an advisor altogether. Student Conduct will work with the student to facilitate the process of changing their advisor.
- **An advisor cannot advocate on behalf of the student during a meeting or hearing.** An advisor serves as a support person for the student but the student is solely responsible for presenting their case and communicating directly with Student Conduct about their case.
- **All communication to Student Conduct must originate from the involved student.** Student Conduct will not meet, or communicate solely, with an advisor. Student Conduct will answer process-related questions of an advisor only in the presence of the student.
- **An advisor cannot be a student allegedly involved in the same disciplinary matter as the accused student, or any individual who will serve as a witness for the accused student.** If the advisor is directly involved with the disciplinary matter or if their involvement may be a conflict of interest, Student Conduct staff or a hearing officer may dismiss the advisor from a meeting or hearing.
- **Advisors may be dismissed from any disciplinary proceedings if they disrupt the process or proceeding.** The goal of Student Conduct is to provide a conduct process that is educational. When an advisor is disruptive, it interrupts the student’s educational experience and rights.
- **The role of the advisor does not change during a meeting or hearing if the student’s advisor is an attorney.** The university’s disciplinary process is not a legal proceeding. All participants shall adhere to the guidelines set forth in the *Institutional Rules*.

If you have any questions regarding the role of an advisor or the student disciplinary process, please visit our website at <https://deanofstudents.utexas.edu/conduct>, or call Student Conduct and Academic Integrity at 512-471-2841.