

UNSATISFACTORY NOTICE

Please complete this form whenever you take action against a student for violation of the Standards of Student Conduct and forward to Vice President Joof, Interim VP, Student Services joofhl@lahc.edu This form may be filed in a general folder for reference in the case of repeat violations and/or depending on the violation. In more severe cases this form will be used to contact the student to make an appointment with the Vice President of Student Services.

Student's Last Name	First Name		
Student I.D. Number	Course	Section #	
·	r IX, Article VIII, Standards of Students and details to substantiate this unsa		npus, which were violate
Action Taken: Warning-Written or oral notice misconduct may result in disc	ce to the student that continuation or reciplinary action.	repetition of	
•	nstructor may remove (suspend) a st	udent from class	
Demoval by Instructor And			
	nstructor may remove (suspend) a sto d the next class meeting. (two class s		
for the day of the incident and	, , ,	sessions)	
for the day of the incident and Referral (Dept. Chair, Dean,	d the next class meeting. (two class	sessions)	- <u>Ext</u> .
for the day of the incident and Referral (Dept. Chair, Dean, Instructor's Name (Print)	d the next class meeting. (two class s Vice President), please explain:	sessions)	
for the day of the incident and Referral (Dept. Chair, Dean, Instructor's Name (Print) Department Chair's Name (print)	d the next class meeting. (two class solutions), please explain: Instructors Signature	sessions) Date	

Note: faculty, staff and administrators make one copy of this form for the following: Student, Department Chair, Academic Dean, and Dean of Student Services.