

<b>Procedure #</b>	SSE100P1
<b>Related Policy #</b>	SSE100
<b>Approved by:</b>	Vice President Student and Corporate Services
<b>Approval Date:</b>	September 1, 2012
<b>Replaces Procedure Dated:</b>	N/A
<b>Admin. Contact(s):</b>	Dean of Students
<b>Review Date:</b>	September 2014

## **Student Support and Intervention: Decision Review for Non-Academic Voluntary/Involuntary Withdrawal**

### **Purpose:**

Humber strives to foster a community of care wherein students are supported to succeed personally and academically. Occasionally circumstances interfere with an individual's ability to accomplish this, impacting their own learning and, at times, the learning environment of those around them. The College has the right and responsibility to address the behaviour of a student-of-concern in order to ensure the student is fit for academic life and/or to protect that student and/or other members of the College or local community from risks or significant impact posed by their behaviour, whether or not a violation under the Code of Student Conduct has occurred. The student has the right to have a decision reviewed as outlined in this procedure.

**This document is available in alternate format on request.**

### **Definitions:**

N/A

### **Procedures:**

1. Students must submit a request for review in writing to the Vice President, Student and Corporate Services, within ten (10) business days of confirmed receipt of the decision.
2. The Vice President, Student and Corporate Services or designate will determine if the request for review is accepted and confirm the decision in writing within seven (7) business days after confirmed receipt of the written review request.
3. A decision to deny a review is final and the student will have exhausted all available means of review at Humber.
4. If the review is granted, the Vice-President, Student and Corporate Services will determine the appropriate administrative officer to do so, and the student will be informed of the process.

5. Filing or receiving a review does not stay the decision under review.
6. If the Office of Public Safety deems a student a risk to self or others, the student will not be permitted on campus, with the exception of any designated meetings, until the review process is completed.
7. Where possible, students may resume regular or modified participation in their academic pursuits.
8. When a review is conducted, the decision of that process is final and the student will have exhausted all available means of review at Humber.

**References:**

The Non-Academic Voluntary/Involuntary Withdrawal Policy

[Code of Student Conduct](#)

[Ontario Human Rights Commission Policy and guidelines on disability and the duty to accommodate](#)

Office of the Information and Privacy Commissioner of British Columbia and the Information and Privacy Commissioner of Ontario: [Practice Tool for Exercising Discretion: Emergency Disclosure of Personal Information by Universities, Colleges and other Educational Institutions](#)

[Freedom of Information and Privacy Act, 1990](#)

**Appendices:**

None