

## STUDENT CONDUCT FORM

The State University of New York requires a judicial/conduct code review of all applicants for its study abroad programs. It is necessary for us to be informed of any record that exists for any participant. The existence of records at the participant's home university does not necessarily mean denial of admission to a program; however, the information must be reviewed by the Study Abroad Office on the campus responsible for the program in order for a determination to be made. Each applicant, regardless of home campus, is required to provide this authorization even if there is no record. Students must also inform their home campus Study Abroad Office about their intention to study overseas.

**Instructions for Stony Brook Students:** Please complete Section I of this form and then take the form to *the Office of Community Standards Room 347 Administration Building*. Once completed, scan it and upload to your SBU Study Abroad application.

**Instructions for other students (NON-SBU):** Please complete Section I of this form and then take the form to the responsible office at your home campus.

### I. To Be Completed by the Student:

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Last Name	First Name	Campus ID#
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Home Campus	Program Abroad & Administering Campus
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Have you ever been convicted of a felony? \_\_\_\_\_Yes \_\_\_\_\_No  
If yes is checked, submit an explanation or ask to speak with a Study Abroad/Exchange Advisor at SBU

Have you ever been suspended, dismissed, or expelled from a college or university? \_\_\_\_\_Yes \_\_\_\_\_No  
If yes is checked, submit an explanation or ask to speak with a Study Abroad/Exchange Advisor at SBU

**Please give your consent by agreeing with your signature to the statement below.**

Under the provisions of the Family Education Rights and Privacy Act, I authorize the responsible office to provide documentation and discuss all information related to any judicial affairs/conduct code review on the campus at which I am matriculated with the appropriate Study Abroad Office staff members and, if appropriate, with the associated faculty program director, for the purpose of determining my participation in a study abroad program.

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Student Signature	Date Released Sign
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Date This Release Expires and Is No Longer Valid. (Recommended: End of semester in which you will be studying abroad).

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### II. Be Completed by the responsible Office:

\_\_\_\_\_  
Student's Last Name

\_\_\_\_\_  
Student's First Name

**Instructions for responsible office:** The student named on this form has authorized release of his/her judicial/conduct record to the Study Abroad and Exchange Office at Stony Brook University. Please complete the second section of this form and then **return both pages to student.**

1. \_\_\_\_\_ The student named above and on the reverse side of this form **has not received** a judicial/conduct code sanction (probation or higher) on our campus.
2. \_\_\_\_\_ The student named above and on the reverse side of this form **has received** a judicial/conduct code sanction (probation or higher) on our campus.

Effective Dates: \_\_\_\_\_

Level of Sanction: \_\_\_\_\_

Violation: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Printed Name of Individual Authorized to Complete This Form

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Email address

\_\_\_\_\_  
Phone number

**ATTENTION STUDENT! Remember to please pick up the completed form up from the responsible office at your home campus then scan it and upload to your SBU Study Abroad application as part of your application.**