

Conduct Code Reflection Paper Sanction Form

As a person(s) found to have violated a Code, you have been assigned a Reflection Paper. Reflection Papers are an opportunity for you to reflect on the situation and what you have learned from this experience. This is not an opportunity to complain. Students must comply with all sanctions within the manner and timeframe imposed. Therefore, the Reflection Paper must be submitted to the Director of Student Affairs on or before the timeframe stated in the sanction.

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Minimum Paper Expectations:

- Include your name, campus/location, program, email address and date of incident
- APA format
- Meet the length and due date as stated in the sanction
- Email as a word document to the Director of Student Affairs

Reflection Guidelines:

- ***What Happened?*** Describe the incident and violation. What was your role in the situation?
- ***What did you learn?*** How did it impact you and/or others (family, classmates, friends, community, etc.)? How have you grown as a result?
- ***What will you change?*** How has your decision making process changed.
- ***How will you apply what you have learned?*** What will you do differently in the future?
- ***What will you share with others?*** What might help others who are in a similar situation? Or what would you like to share with others so they do not find themselves in a similar situation?