Statement Regarding Conduct of Student
(Student Name)

Student: Mr./Ms. Doe
Course: (Class Name)
Meetings: (Schedule Day & Time)
Term: (Year & Semester)

Incidents of Mr./Ms. Doe’s belligerent and disruptive behavior are described below:

00/00/00  Student arrived for class at (time)
00/00/00  Student arrived for class at (time)
00/00/00  Absent
00/00/00  Student arrived for class at (time) (left class twice).
          Ms. Doe refused to speak with me after class.
00/00/00  Student arrived for class at (time) (left class for 35 minutes).
          Ms. Doe angrily walked in front of the room and stated that she “just dropped by to take
          the test.” She wanted me to stop the class so she could take the test and leave.
00/00/00  Student arrived for class at (time)
          Ms. Doe became hostile when called upon for homework. I asked her to speak with me
          outside the classroom. Again, I tried to speak with her about her grades and her
          unacceptable behavior. She immediately became aggressive and started shouting:
          “Everything is your fault”! As she continued ranting incoherently, I quietly left and
          returned to my classroom.
00/00/00  Student was dropped from the class.

Ms. Doe was never prepared for class. Homework was never complete. Basic materials (pens, pencils,
etc.) were never brought to class. These items were being constantly borrowed from other students in the
class.

After (date), Ms. Doe’s behavior became increasingly volatile. Her persistent misconduct created a
negative environment and interfered with the instructional process of the class.

(Instructor Name, Extension)  
(e-mail address)  

Student Conduct Policy  
No. _____