

Johnson C. Smith University Upward Bound Program

DISCIPLINE REFERRAL FORM

Name: _____ Date: _____

Address: _____ Phone: _____

Nature of Problem: _____

Recommended course of action: _____

• Teacher: _____

• Tutor Counselor: _____

For Office Use Only:

_____ Probation _____ Suspension _____ Parent Conference

_____ Other _____ Expulsion

Comment(s): _____

If you wish to appeal the above decision as set forth by the staff, you may submit your appeal in writing to:
Magdalyn Lowe-Smith, Director of the Upward Bound Program, Johnson C. Smith University, 100 Beatties Ford Road, Charlotte, NC 28216

To the Student: Signing a copy of this disciplinary form is not an act of admitting guilt. In fact, no assumptions will be made whatsoever. Your signature only states that you are aware of the above charges against you and the possible consequences resulting from these charges.

Signed _____
Student

Signed _____
Director

Signed _____
Parent

Witness _____