



Sam Houston State University

MEMBER THE TEXAS STATE UNIVERSITY SYSTEM

DEAN OF STUDENTS' OFFICE

Temporary Involuntary Leave

Date: _____

Student Name: _____

Sam ID: _____

Course Number: _____

Name of Faculty Member: _____

The University's primary concern is for our student's immediate safety and well-being. In response to the threat of COVID-19, Sam Houston State University is currently requiring face coverings (masks) to be worn in the classroom and on campus. You have been told to leave class immediately. Due to your failure to comply with this directive you have now been placed on Temporary Involuntary Leave. This means that you will not be allowed to return to class until you meet with the Dean of Students' or his designee regarding this matter. To request a meeting, please contact Teresa at 936-294-3194 or doso@shsu.edu. The professor who placed you on Involuntary Leave is following University policy and may not allow you to return to class until you meet with the Dean of Students.

In addition, you have the right to appeal and request reconsideration of this decision to place you on Involuntary Leave. In that event and in accordance with TSUS Rules and Regulations, you may, within 5 class days request reconsideration by notifying the Associate Dean of Students', Jerrell Sherman at 936-294-4820 or doso@shsu.edu.

- a) Upon receipt of your request, Mr. Sherman will schedule a meeting for the Student Hearing Committee to review your request within five (5) class days from the date the request was received. This date may be extended for good cause shown.
- b) While this review is not a disciplinary hearing, the procedures will follow those detailed in the Student Code of Conduct, § 5.7-5.9.
- c) Any appeal of the review decision of the hearing committee review will follow the procedures in the Student Code of Conduct, § 5.10- § 5.14.

As soon as you are able, be sure to touch base with your professors to arrange to make up any missed assignments.

Sincerely,

John Yarabeck
Dean of Students'

Sam Houston State University is an Equal Opportunity/Affirmative Action Institution