

Reg # 16

HEARING PROCEDURE

J.P.A. BOARD OF TOWNSHIPS

HONOR CODE VIOLATION COMPLAINTS

The following rules and order of procedure are set forth in accordance with the provisions of Article III, Section 1, of the Honor Code.

I. Opening Statements:

- A. Chairman shall state the charge, by whom it is brought, and the procedure to be followed during the hearing. He shall also inform the accused of the possible penalties which may be imposed should a violation be proved. Finally, he shall inform the accused of his rights following the hearing.
- B. Prosecutor shall read the complaint, which shall include the charge and all evidence relevant thereto.
- C. Chairman shall allow the accused to answer the complaint, stating how he wishes to plead to the charge and briefly outlining his defense. (Accused may choose to be represented by chosen counsel at all times.)
- D. Prosecutor shall make his statement, if he so chooses.
 1. Witnesses for prosecution called singly, subject to questions from the Board and cross-examination by the accused or his representative.
- E. Defendant shall make his statement, if he chooses.
 1. Witnesses for accused called singly, subject to questions from the Board and cross-examination by the prosecutor.

II. Closing Statements:

- A. Prosecutor shall make closing statement and recommendations.
- B. Defendant may make final statement if he so chooses.

The hearing shall be closed, and the Board shall make its final determinations as to the disposition of the case. All witnesses, etc. shall be removed from the proceedings, and the accused shall be notified of the decision.