
5.12 STUDENT DISENROLLMENT

DATE LAST UPDATED:

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1. Bases.

a. Personal misconduct: This includes, but is not limited to, instances in which there has been a formal adjudication of a court-martial or civilian court, imposition of non-judicial punishment UP Article 15, Uniform Code of Military Justice (UCMJ), or imposition of a letter of reprimand, regardless of whether the misconduct relates to academic matters. It also includes academic policy violations, and ethics violations regardless of whether other formal disciplinary action has been or will be taken.

b. Academic deficiency: This includes instances related to academic matters. Examples include marginal or poor academic achievement, lack of motivation, poor attitude, and inappropriate academic conduct.

2. At the outset of possible action, the Commandant/Director should take action if necessary to initiate the service related flagging action. The Commandant/Director should coordinate as necessary with the appropriate service personnel assignment officers if it becomes clear reassignment will be necessary.

3. Disenrollment Procedures. The commandant /dean of each college should establish formal procedures for disenrollment. At a minimum, they should include:

a. Written notice to the student of the proposed action, and the basis for it to include applicable portions of investigations, reports, and other documents.

b. A hearing by a formal board of officers appointed by the commandant/dean to make recommendations to him UP Army Regulation (AR) 15-6 in all instances of proposed disenrollment from a resident Program for Joint Education (PJE) course. (The board normally should consist of one to three disinterested officers senior to the student and a recorder. The NDU General Counsel should be consulted in each instance if a legal advisor should be appointed to the board.) However, the Commandant/Dean need not appoint a board of officers where disenrollment is based upon court-martial conviction, conviction of a criminal offense by a civil court, imposition of punishment UP Article 15, UCMJ, or upon a report of a previous investigation conducted UP AR 15-6 (or comparable regulation of other US military services) in which the student was afforded the safeguards specified in AR 15-6, para 1-8.

c. In instances wherein a board of officers is convened to hear evidence and make recommendations to the commandant/dean, written notice to the student of the time and place of the board's meeting, ample opportunity for the student to consult with legal counsel, prepare for the board, have a representative (not necessarily an attorney) at

the proceedings, the opportunity to present evidence in response to the evidence against him or her, and the requirement that the board's findings and recommendations be supported by a preponderance of the evidence.

d. In instances where no board of officers is convened, written referral of all unfavorable information to the student and opportunity to rebut the information within a reasonable period of time.

e. Consideration by the commandant/dean of all materials presented by the student prior to making a decision upon disenrollment.

f. Written final decision upon disenrollment by the commandant/dean.

4. Following the official disenrollment, the ex-student will be expeditiously out-processed from the University and reassigned according to service orders.

5. AR 12-15/SECNAVINST 4950.4A/AFI16-105 will be applied to International Fellows.

APPLICABLE REGULATIONS: AR 15-6, Procedures for Investigating Officers and Boards of Officers; AR 12-15/SECNAVINST 4950.4A/AFI 16-105, Joint Security Assistance Training Regulation

NDU PROPONENT: Office of Legal Advisor, 202-685-3945, Rm. 306, MH.