



REFERRAL HEARING NOTICE

NOTICE: A referral hearing is being held for this member, in accordance with Chapter 16 of the ICC Standing Rules.

Member name: _____ House name: _____

Date: _____

There will be a referral hearing on _____ [date] to consider placing you on referral.

This hearing will be held at _____ [location] at _____ [time].

Referral is a probationary process that allows a house to both provide an incentive for members to improve their conduct and a notification to future houses that this member might be a problem.

A referral form must be given to any member placed on referral, explaining the grounds for referral and what actions are required for removal. A copy of the referral form must be given to the Director of Member Services to be placed in the member's file.

A member placed on referral has one week to file an appeal. If the member appeals, the spot will be held during the appeal process. After one week, any future contracts signed prior to the referral are held until terms and conditions are met. If terms and conditions are not met, contract is voided. However, if there is not enough time for terms and conditions to be met, a member can sign a future contract [i.e. for an upcoming term] for their own or any other ICC house, if they are voted in by the house where they want to become a member.

A Member Panel may hold a referral hearing in lieu of a house hearing only in cases where the the Dispute Assistance and Resolution Team [DART] determines that the actions of the individual jeopardize the interests of the ICC or its members.

The Member Panel must abide by the following procedures:

- A. Four days written notice must be given to the member and their house and a reasonable attempt must be made to allow the member to attend and speak in their defense.
- B. The hearing is open to all persons.

The specific grounds for placing you on referral are:

- Non-payment of charges, membership share, fee or other ICC assessment totaling \$ _____
- Non-work
- Generally uncooperative behavior [see Chapter 7 of ICC Standing Rules]



Inter-Cooperative Council at the University of Michigan

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The alleged actions constituting grounds for referral are:

[If you require more room for the grounds attach a separate sheet]

Signed by:

(1) House President or ICC Dispute Assistance and Resolution Chair [print & sign name]

Printed name: _____ (date)

Signature: _____

(2) AND another house officer

Printed name: _____ (date)

Signature: _____

NOTE: One copy of this sheet should be given to the accused individual, one should be posted in the house, one should be kept by the house, and one should be given to the ICC office.

FOR OFFICE USE ONLY:

Received by: _____(initials) _____ (date)