



## Ohio Administrative Code

### Rule 3335-23-11 Notice of hearing and request for postponement.

Effective: January 25, 2024

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#### (A) Notice.

If a hearing is to be held, written notification will be provided to the respondent. The notice may be delivered, placed into a student's residence hall mailbox, sent by email to the student's official university email address or sent by text message, which may direct the student to view the notice on a secure website, or mailed to the last known address of the student, by first-class mail, no fewer than ten calendar days prior to the hearing. Unless already provided to the student, the notification will include the charge(s), date, time, and location of the hearing, the designated hearing body, a statement of the student's rights, and information on the hearing procedures.

#### (B) Postponement.

The respondent may request a postponement for reasonable cause, which may be granted at the university's discretion. A request for a postponement for reasonable cause must be made in writing, include supporting rationale and be received by the person sending the hearing notification at least two business days before the scheduled hearing. The university reserves the right to reschedule a hearing for the first appropriate available date.

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