**Policy 6.4 - Resolution of Reports Against Students**

***Pre-Hearing – Questions and Topics Form (Hearing Process B)***



**Name[[1]](#footnote-1) of Party Completing Form:**

**Date Submitted**:



***Please review the document entitled “Questions and Topics – Overview and Guidelines for Content and Form” before drafting your proposed questions and/or topics.***

***Parties are not required to propose questions and/or topics.*** *Parties who choose to propose questions and/or topics must use this form and submit it electronically to the Office of Institutional Equity and Title IX at* [*titleix@cornell.edu*](mailto:titleix@cornell.edu)*.*

*Once the parties are provided with the witness list for the hearing, the parties have an opportunity to propose in writing:*

1. *Questions and topics for the witnesses. The parties may:*
   1. *revise and supplement any questions and topics they already submitted; and*
   2. *propose new questions and topics.*
2. *Questions and topics for themselves and the other party. The parties are not required to commit to testifying at this juncture but are encouraged to prepare for the eventuality that they and the other party would testify by submitting proposed questions and topics.*

*The Hearing Chair will establish a reasonable deadline for the submissions, typically no longer than five (5) business days, subject to requests for reasonable extensions, that may be granted at the discretion of the Hearing Chair. Failure to submit a request within the established deadline or any approved extension will result in a forfeiture of the right to do so later.*



**Witness Name [For each witness on the witness list for whom you wish to propose questions and/or topics, provide the individual’s name and answer the applicable question(s)]:**



1. **Please suggest any specific questions you believe the Hearing Panel should ask the witness and why**.

[Insert Text]

1. **Please suggest any topics about which you believe the Hearing Panel should question the witness and why**.

[Insert Text]



**If you choose to testify:**



1. **Please suggest any specific questions you believe the Hearing Panel should ask you and why**.

[Insert Text]

1. **Please suggest any topics about which you believe the Hearing Panel should question you and why**.

[Insert Text]



**If the other party chooses to testify:**



1. **Please suggest any specific questions you believe the Hearing Panel should ask the other party and why**.

[Insert Text]

1. **Please suggest any topics about which you believe the Hearing Panel should question the other party and why**.

[Insert Text]



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Party Signature[[2]](#footnote-2)

1. You may use your initials or indicate “Complainant” or “Respondent.” [↑](#footnote-ref-1)
2. Signature may be electronic. [↑](#footnote-ref-2)