



STUDENT  
ENGAGEMENT

## ASUN Center for Student Engagement Employee Violation Form

**It is the goal of the ASUN Center for Student Engagement to maintain a professional work environment by setting high expectations for every student employee. We will achieve this goal through personal accountability and clearly articulated standards of performance. Employment at the Center for Student Engagement is a privilege and your continued employment requires attention to resolving this issue.**

**Employee:** \_\_\_\_\_ **Date and Time of Violation:** \_\_\_\_\_

**Description of Violation:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Employee Explanation:** \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Disciplinary Action:** \_\_\_\_\_

**If employment continues, employee is aware that any other violation of policy or procedure within 1 calendar year may result in termination of employment.**

**Employee Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Administrative Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_