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

***Pre-Hearing/Hearing – Newly Discovered Evidence Request and Response***



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

**Date Submitted**:



*If after the issuance of the final investigative record and investigative report and prior to the issuance of the Hearing Panel decision, a party seeks to present a witness or introduce evidence not requested prior to the hearing and not disclosed to the investigator, the Hearing Chair may grant such request upon a showing that the witness or evidence is relevant, material, newly discovered, and could not have been discovered during the investigation with due diligence.*

*Where a Hearing Chair permits a party to introduce a newly discovered witness or evidence, to prevent surprise to the other party, the Hearing Chair will reschedule or adjourn the hearing for the investigator to investigate the newly discovered witness or evidence.*

*The Hearing Chair will also re‐open the pre‐hearing submission process, as appropriate, so that the parties may respond to the new information.*

*Parties who seek to offer Newly Discovered Evidence must use this form and submit it electronically to the Office of the Title IX Coordinator at* [*titleix@cornell.edu*](mailto:titleix@cornell.edu)*.*



[Insert Text of your written grounds for submission of Newly Discovered Evidence]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

[Insert Text]

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Word Count

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