



Inter-Cooperative Council at the University of Michigan

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CO-OP

REFERRAL REMOVAL FORM

Notice: The following member is being removed from referral, in accordance with Chapter 6 of the ICC Standing Rules.

Member Name: _____ House Name: _____ Date: _____

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. For details of the referral process, see the Member's Guide to Referral & Expulsion. A member may be removed from referral at any time by the body that placed the member on referral. In the case of referral by MemCom or SHRT, the member may be taken off referral by the house they live in after four weeks of living in that house while on referral. In this case, the group that placed the member on referral must be consulted and have an opportunity to send a representative to the meeting where the member is being considered for removal from referral. If a member is removed from referral, the house president or other presiding officer must fill out a "Referral Removal Form" and a copy of the form must be given to the Director of Member Services to be placed in the member's file.

You are being removed from referral for the following categories: (check all that apply, print & sign names)

- Non-Payment
Signed by House Treasurer _____ & another house officer _____
OR by vote of the house at a house meeting. Please attach minutes.
- Non-Work
Signed by Work Manager _____ & another house officer _____
OR by vote of the house at a house meeting. Please attach minutes.
- Generally Unacceptable or Uncooperative Behavior
Option 1: By a vote of the house at a house meeting. Please attach minutes.
Option 2: By a petition signed by a simple majority of house members, or 20 house members, whichever is lower. Please attach the petition.
Signed by House President _____ & another house officer _____
- Sexual Harrasment as defined in the ICC Sexual Harassment Policy
Signed by at least two SHRT members _____
- By a vote of the ICC Membership Committee (if on referral as a result of a hearing by MemCom)
Signed by Membership Committee chair _____

Specific reasons for removal from referral (refer to "actions required for removal from referral" from member's Referral Form):

A member will be removed from referral only if the Referral Removal Form indicates the same category that is on the Referral Form or otherwise in accordance with S.R. 6.17. (If you require more room for the actions required attach a separate sheet.)

NOTE: One copy of this sheet should be given to the member in question, one should be posted in the house, one should be kept by the house, and one should be given to the Director of Member Services at the ICC office.

FOR OFFICE USE ONLY:

Received by: _____ (initials) _____ (date) Sticker book updated: _____ (initials) _____ (date)
Entered in TP: _____ (initials) _____ (date)