**Disciplinary Hearing Postponement Form:**

**Prisoner's Full Name: DOB:  Offender#:  Institution:** **** **File#: **

**Postponement Notice:**

You are hereby advised that your scheduled appearance before the Disciplinary Committee/Hearing Officer of this institution on **** at **** **has been postponed** for **** **working days** as of **** and is **rescheduled for** **** **at** **** for the following reasons:

****

****

You are responsible for informing your attorney and / or any witnesses you plan on calling, of the postponement and the re-scheduled date and time of the hearing.

You are entitled to the assistance of a Hearing Advisor in the disciplinary process if the infraction alleged is a low or high moderate or a major infraction. You may select from the pool of advisors listed below:

**  **

(The prisoner should check one box below.)

[ ]  **I select as my advisor \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ 2nd choice: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

[ ]  **I waive the assistance of an advisor.**

**Notice received and/or delivered:**

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Prisoner’s Signature/Printed Name Date & Time

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

Staff’s Signature/Printed Name Date & Time