

**BEFORE THE LEVEL I HEARING EXAMINER  
AT \_\_\_\_\_ UNIVERSITY**

\_\_\_\_\_,  
**Grievant,**

v.

**Docket No.** \_\_\_\_\_  
(\_\_\_\_\_, **Hearing Examiner**)

\_\_\_\_\_  
**UNIVERSITY,**  
**Respondent.**

**AGREEMENT TO WAIVE TIME FRAME**

The parties by signing below do hereby indicate that they have mutually agreed to waive the timelines as follows:

**[EXPLANATION OF AGREEMENT]**

The parties further agree that the Level I hearing/conference will be held on \_\_\_\_\_ or, if no date has been agreed to at the time of signing this waiver, the Grievant agrees to contact \_\_\_\_\_, (*Title of Person to Contact*), no later than \_\_\_\_\_ to determine a mutually agreeable date for the Level I hearing/conference. If the parties cannot agree upon a date for the Level I hearing/conference (*Institution Name*) reserves the right to schedule the Level I hearing/conference at a time convenient to (*Institution Name*).

Date this \_\_\_\_ day of \_\_\_\_\_, 2\_\_\_\_

\_\_\_\_\_  
Grievant:

\_\_\_\_\_  
Grievant's Representative

\_\_\_\_\_  
University

By:  
Its.

cc: Grievance File