

STUDENT POLICIES AND RIGHTS

Policies of Non-Discrimination

A. Notification of Non-Discrimination

Jacksonville State University has filed with the Federal Government an Assurance of Compliance with all requirements imposed by or pursuant to Title VI of the Civil Rights Act of 1964 and the Regulation issued thereunder, to the end that no person in the United States shall, on the ground of age, religion, race, color, sex, disability, veteran's status, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity sponsored by this institution. Under this Assurance, this institution is committed not to discriminate against any person on the ground of age, religion, race, color, sex, disability, veteran's status, or national origin in its admission policies and practices or any other policies and practices of the institution relating to the treatment of students and other individuals, including the provision of services, financial aid, and other benefits, and including the use of any building, structure, room, space, material, equipment, facility, or other property. Any person who believes himself/herself, or any specific class of individuals, to be subjected to discrimination prohibited by Title VI or the Act and Regulation issued thereunder may, by himself/herself or a representative, file a written complaint with the United States Commissioner of Education or with this institution, or both.

B. Notification of Non-Discrimination on the Basis of Disability

Jacksonville State University has filed with the Federal government an Assurance of Compliance with Section 504 of the Rehabilitation Act of 1973 as amended. The university does not discriminate on the basis of disability, and no qualified disabled person shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any program or activity.

The ADA/504 coordinator is Elizabeth Morrow, emorrow@jsu.edu, (256) 782-5282, 120 Salls Hall. Students seeking accommodations should contact Office of Disability Resources (<https://www.jsu.edu/disabilityresources/>) at (256) 782-5020 and disabilityresources@jsu.edu or visit the Student Success Center, 2nd Floor, Houston Cole Library.

C. Notification of Non-Discrimination on the Basis of Sex

JSU does not discriminate on the basis of sex in the educational programs or activities that it operates. JSU is required, by Title IX of the Education Amendments of 1972 and Department of Education regulations to implement Title IX, not to discriminate in such a manner. This requirement to not discriminate in educational programs and activities extends to employment by the university and to admission thereto. Questions regarding Title IX and the implementing regulations should be referred to JSU's Title IX Coordinator, to the Assistant Secretary of Education for Civil Rights, or to both. For more information about the Title IX grievance procedure, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment and how JSU will respond to such complaints, please visit our Title IX website at www.jsu.edu/titleix/ (<https://jsu.edu/titleix/>) or contact our Title IX Coordinator:

Joshua Robinson, Title IX Coordinator

301-A Angle Hall
(256) 782-5769
titleix@jsu.edu

Office for Civil Rights (OCR)
400 Maryland Avenue, SW
Washington, DC 20202-1100
Customer Service Hotline 800.421.3481
Fax 202.453.6012 TDD: 877.521.2172
Email: OCR@ed.gov
Web: <http://www.ed.gov/ocr> (<http://www.ed.gov/ocr/>)

Office for Civil Rights, Region IV
61 Forsyth Street S.W.
Suite 19T10
Atlanta, GA 30303-8927
Telephone: (404) 974-9406
Facsimile: (404) 974-9471
Email: OCR.Atlanta@ed.gov

Policy on Privacy Rights of Students

Notification by the University

At least annually the university shall notify its eligible students of its policy on privacy rights of a student as follows:

Access of Student Records to Student

Under FERPA and University policy, a student has a right of access to his/her education records and may inspect and review the information contained in them. To exercise this right, the student should present a request (<https://www.powerdms.com/public/JSUAL/documents/1291236/>) to the University office (<https://www.powerdms.com/public/JSUAL/documents/1291540/>) where the record is located, and a response will be made no later than 45 days later. In certain cases, a copy of the record may be provided, with a copying fee, as an alternative to the actual inspection. Some records are not within this right of review, such as financial information from the student's parents and confidential letters or statements of recommendation where the student has waived the right of access.

Amendment to Records

A student who believes his/her education records contain information that is inaccurate, misleading, or in violation of his/her privacy rights may bring the matter to the attention of the appropriate records official. If by informal discussion with this official the student does not obtain the corrective action desired, the student will then be entitled to a hearing at which he/she may challenge the objectionable item. Additional information about hearing procedures will be given to the student at that time. The decision of the hearing official or panel shall be final. If the decision is adverse to the student, he/she may insert in the education record an explanatory statement about the disputed item.

Record Disclosure to Others

A student's privacy interest in the education record is further protected by the rule against unauthorized disclosure. Generally, the University may not, without the student's written consent, release the education record or personally identifiable information in it to other individuals or entities.

Disclosure in certain circumstances, however, is specifically excepted by FERPA from the foregoing rule. For instance, "directory information" may be disclosed. Other circumstances include disclosure to certain parties-University personnel who have a legitimate educational interest in the information, officials of institutions where the student is seeking to

enroll, parties to which the student is applying for financial aid, the parent of a dependent student, etc.; disclosure to comply with a judicial order or lawfully issued subpoena; or disclosure in connection with a health or safety emergency. Under the first exception, "University personnel" includes any JSU employee, and a "legitimate educational interest" means that the employee has a need for access to the record to perform appropriate tasks clearly within the area of responsibility of the employee, to perform a task related to the education or discipline of the student, or to provide a benefit or service relating to the student. Personally identifiable information will be transmitted by the University under these exceptions only upon the condition that the recipient not permit any other party to have access to it without the student's consent.

Additional information can be found on the Department of Education's website (<https://www2.ed.gov/policy/gen/guid/fpco/ferpa/>).

Definition of Directory Information

The University may release "directory information" without obtaining the student's consent. Directory information is limited to the following:

- the student's name
- mailing address
- telephone number
- JSU e-mail address
- enrollment status (full-time, part time), whether currently enrolled or not
- class/level
- major field of study
- participation in officially recognized activities and sports
- weight and height of members of athletic teams
- prior post-secondary institution(s) attended
- JSU photographs
- dates of attendance
- thesis/dissertation title
- degrees and awards received

A student may prevent the release of even this information, if he/she wishes, by completing a form provided for this purpose in the office of the Registrar.

Filing a Complaint

Any student who believes that his/her rights under FERPA have been violated by the University may notify and request assistance from the Registrar or the Provost and Senior Vice President for Academic Affairs. The student may also file a complaint with the Student Privacy Policy Office, U. S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202-5920.

Release of Student Transcript

Written permission is required to release a transcript (http://jsu.edu/registrar/student_transcript.html). The National Student Clearinghouse is Jacksonville State University's authorized agent to release official transcripts. Any transcript request received without proper signature, received without payment, or has a hold that prevents processing will be returned to sender.

Permanent Educational Record

The permanent educational record of the student consists of all classes the student has taken at JSU, the grades earned for those classes, all

classes transferred to JSU from other institutions of higher education, the grades earned for those classes and all non-traditional credit that has been granted by JSU to the student: CLEP, AP, Military Service Schools or Work Experience.

Social Security Number

The student's social security number is confidential. However, the Federal Taxpayer Relief Act of 1997 requires all institutions to report certain data using the social security number. Therefore, the social security number must be provided to Jacksonville State University in accordance with the legislation. Federal law requires that students who apply for financial aid must use their social security number.

Authority for requesting the disclosure of a student's social security number is in Section 7(a)(2) of the Privacy Act 1974 (5 U.S.C. 522a).

University Code of Student Conduct

The Office of Community Standards and Student Ethics supports the Jacksonville State University mission by remaining student centered and educational in its disciplinary procedures. The Code of Student Conduct (http://www.jsu.edu/community-standards/docs/code_of_conduct-20-21.pdf) is a way for the University to publicly expect all students (undergraduate, graduate and non-degree seeking) to maintain standards and respect for the University community. Jacksonville State University's conduct system has authority in all non-academic disciplinary matters. The University reserves the right to discipline students and recognized student organizations for acts of misconduct wherever they occur. The University, at its discretion, may pursue disciplinary action against a student while the student is also subject to criminal proceedings. As a Jacksonville State University community member, students are expected to uphold and abide by all local, state, federal and international laws. Referrals received from any University or police authority, regardless of location, are subject to the possible Code of Student Conduct proceedings for the accused.

As the JSU administration is currently structured, the University's Director for Community Standards and Title IX is responsible for implementation and application of this policy.

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Full information can be found on JSU's Code of Conduct (http://www.jsu.edu/community-standards/docs/code_of_conduct-20-21.pdf) document.

The Code of Student Conduct is further outlined in the Jacksonville State University Handbook (<http://www.jsu.edu/studentaffairs/handbook.html>). A hard copy may be obtained from the Dean of Students office, 402 Theron Montgomery Building.

Alcohol and Other Drug Policy

Purpose

The purpose of the Jacksonville State University (JSU) Alcohol and Other Drug Policy is to promote student responsibility, respect for the community and self, and to establish a University community that is safe, healthy, and conducive to academic endeavors. While students must define their own values and make their own choices, the University expects all of its members to comply with both JSU Policy

and federal, state, and local laws as they apply to alcohol and other drugs. Furthermore, the University recognizes the harmful effects of alcohol abuse, illicit and illegal drug use, and prohibited prescription drug practices such as pharma shopping, selling prescription drugs, or using prescription drugs other than as prescribed.

Outline of Policy Topics

The JSU Alcohol and Other Drug Policy will address the following topics:

1. Jurisdiction of the University
2. Alcohol Policy for Students
3. Other Drugs Policy for Students
4. Assistance for Alcohol and/or Drug Abuse
5. Summary of Federal, State, and Local Alcohol and Other Drug Laws

Jurisdiction of the University

Jurisdiction of the University is generally considered to include student conduct which occurs on, near, or off University property and/or student conduct which has an adverse effect on the University, the members of the University community, or the fulfillment of the University's mission. We expect all our students to uphold our policies and federal, state, and local laws anywhere they go as long as they are a student with JSU or have a relationship with the University.

Alcohol Policy for Students

Jacksonville State University has established the following policy in regards to alcohol use by students.

1. Alcohol possession and consumption on campus is permitted only for students of legal age (21).
2. It is unlawful and a violation of University Policy to use or possess identification that makes an individual appear older or misrepresents an individual as someone else.
3. The consumption of alcohol stronger than 80 proof is not permitted on campus.
4. It is prohibited to serve, provide, or knowingly allow alcohol to individuals under 21.
5. It is prohibited to serve alcohol to someone who is visibly intoxicated or to pressure someone to consume alcohol.
6. It is prohibited for minors to transport, possess, consume, or serve alcohol.
7. Common source and "tap" systems are prohibited. This includes, but is not limited to, kegs, beer balls, punch bowls, and punch served out of a cooler or another unusual container.
8. Drinking games are prohibited.
9. Consumption in student rooms should neither infringe on the rights of other students to study nor negate any normal activity.
10. Persons may not transport or consume open containers of alcoholic beverages in public areas¹.
11. Full responsibility for compliance with policies and laws belongs to all students.

Drug Policy for Students

The following define the University's policies regarding drug use.

1. Jacksonville State University prohibits illegal drugs on University property and at University events.
2. Students may not be in illegal possession of any controlled substance. Possession means that such substances are on one's

person, in one's living environment, automobile, or known hiding location.

3. Prescription drugs are permitted on campus if accompanied by an authentic medical prescription. The use and/or distribution of legal medication outside the parameters of the medical authorization is prohibited.
4. Illegal drug paraphernalia, use, possession, sale, distribution, trafficking, and manufacturing are prohibited.

Assistance for Alcohol and/or Drug Abuse

The University offers an array of services for students who require help with alcohol and/or drug use issues. Students needing confidential assistance responding to alcohol and/or drug abuse problems are encouraged to speak with a counselor from:

Counseling Services (<http://www.jsu.edu/ccservices/>)
147 Trustee Circle
Telephone: (256) 782-5475

Besides individual sessions, Counseling Services provides educational programming through New Pathways, a psycho-educational program that includes both individual assessment and group participation, Collegiate Recovery Community (CRC), and other recovery and support groups.

Another confidential resource is the JSU Student Health Center: (256) 782-5310.

Summary of Federal, State, and Local Alcohol/Other Drug Laws

The following is a brief summary of some of the laws JSU students must adhere to relating to alcohol and other drugs.

1. *Aiding Underage Possession/Consumption of Alcohol*: It is unlawful to aid a person under the age of 21 in obtaining alcohol, including falsely representing the person is not a minor.
2. *Unlawful Possession, Receipt, Manufacture, or Distribution of Controlled Substances (Including Marijuana)*: It is unlawful to knowingly sell, manufacture, possess supplies to create controlled substances, deliver, bring into the state, receive, or be in possession of controlled substances. This includes illegally obtaining prescription drugs and marijuana. Trafficking to persons under 21, or on premises in which a person younger than 18 is present or resides, or in close proximity to a school or college results in significantly enhanced penalties, as does a drug offense that results in the death or bodily injury of a person.
3. *Driving Under the Influence (DUI)*: It is illegal for any person to operate a motor vehicle while under the influence of alcohol. The State of Alabama considers anyone with a blood alcohol content of .08 or higher as under the influence and .02 or higher for someone under the age of 21.
4. *Improper Identification*: It is a criminal offense to use false identification to obtain alcohol.
5. *Minor in Possession*: In the State of Alabama, it is illegal for any person under the age of 21 to purchase, consume, or possess any alcoholic beverage of any kind.
6. *Open Beverage*: It is unlawful to have an open container of alcohol in public places on campus, including Dillon Field.
7. *Open House Party*: In the State of Alabama, it is illegal for a person in control of a residence to allow a party to continue if alcohol or controlled substances are possessed or consumed by persons under

age 21 and the adult knows this and fails to take reasonable action to prevent it.

8. *Alabama Dram Shop Act*: Individuals who are injured by a person who received alcohol contrary to Alabama law have cause of action for civil damages against the person who provided the alcohol to the underage minor or caused the individual to become intoxicated or furnished a controlled substance to that person.
9. *Alabama Civil Damages Act*: A person may be liable for damages under civil law to a parent or guardian of a minor if that person unlawfully sells or furnished spirituous liquors to their minor child.
10. *Public Intoxication*: It is unlawful for a person to appear in a public place under the influence of alcohol, narcotics, or other drugs to a degree that she/he endangers her/himself or another person or property, or by boisterous and offensive conduct annoys another person in her/his vicinity.

Violations of this Policy or Laws Outlined in this Policy

Violations of this policy or laws listed will certainly result in University disciplinary action which, if the student is found responsible, could result in any or all of the following (this list is not exhaustive):

1. Required education or workshops
2. Housing suspension
3. Fines
4. Loss of privileges
5. Separation from the University; temporarily or permanently
6. Probation or registration holds
7. Community Service

Violations of the laws listed in this policy could lead to University or local law enforcement action, which could lead to any and/or all of the following:

1. Court appearances
2. Criminal history and background created or extended
3. Fines
4. Jail time
5. Loss of privileges (license, etc.)
6. Workshop or assessment requirements by law
7. Further disciplinary charges from the University

For questions regarding this policy, please contact the Office of Community Standards & Title IX. (<http://www.jsu.edu/community-standards/>)

Clery Report and Fire Logs

Crime information (<https://www.jsu.edu/police/prevention/crimestats.html>), the annual Clery report (<https://www.jsu.edu/police/docs/CleryAnnualReport.pdf>), and fire log (<http://www.jsu.edu/police/Fire.html>) are all located at the University Police Department (<http://www.jsu.edu/police/>). For further information about the department and services available, contact UPD (<http://www.jsu.edu/police/>) at 256-782-8888. For emergencies, please call 256-782-5050 or 911.