

**College Fee-State University Policy** (First and Second Semester) NO REFUND

Meals-College Policy (First and Second Semester) Refunds are based on the pro-rata value of time remaining under the meal plan OR the amount of money remaining resulting from usage, WHICH-EVER IS LESS, up to and including the end of the 10th week of scheduled classes, after which no refunds will be made. If at any time a student is dismissed for disciplinary reasons through the campus judicial process, no meal plan balances will be refunded. Student ID cards must be returned to CADI upon withdrawal, suspension or expulsion from College. If the ID card is not returned, the \$10.00 cost of the ID card will be deducted from any refund.

**Health Insurance-College Policy**—NO REFUND—Coverage will continue in force for the period for which the premium has been paid.

**Alumni Fee/Commencement Fee-College Policy**—These fees may be refunded upon written request only when the written request is received and withdrawal has been completed prior to the fifth week of the semester in which payment of the fee was received.

**Refunds-Circumstances Beyond Control of Student or Military Service**—(Requires verification of extenuating circumstances and approval by the Vice President for Student Life is required to receive refund for tuition and college fees.)

**Circumstances Beyond Control of Student**—Provided a student has not completed more than one-half of the term and has not or will not receive academic credit for the term, he/she may apply to receive a full refund of tuition and college fee.

**Military Service**—There shall be no tuition or college fee liability established for a student who withdraws to enter military service prior to the end of an academic term for those courses in which he/she does not receive academic credit. (Note: In order to qualify for a refund, the student must actually enter the military service and documentation of membership in the military service must be provided to and retained by the College.)

**Refunds-Academic and Disciplinary Dismissals**—A student who is dismissed for academic or disciplinary reasons prior to the end of an academic term shall be liable for all tuition, fees, and room charges and board charges for that term.

**Cash Refunds**—No cash refunds will be given to students/parents against pending Stafford and/or Plus Loans. Cash refunds against these loans will be given once loan checks are received and endorsed by the student/parent.

**Title IV Aid Recipients**—Reduction of charges for Title IV aid recipients follows the same percentage schedule as noted above. However, Title IV policy determines the amount of aid a student is eligible to retain that can be applied to his or her obligation. A percentage is calculated based on days attended vs. total days of instruction. Title IV aid is then multiplied by this percentage to determine how much aid can be used to meet the student's overall obligation. A student is eligible to retain all Title IV approved aid upon completion of 60 percent of the semester.

**All charges and refunds are subject to change at the discretion of the College Administration or the State University of New York.**

## STUDENT CODE OF CONDUCT

### ■ Statement of Philosophy

As an academic community, SUNY Delhi is committed to providing an environment, which encourages educational and personal growth. Students are expected to meet academic challenges. They are also expected to develop maturity, self-sufficiency, responsibility, self-understanding and respect for the rights of others.

Academic communities differ from other communities in several ways. First, the primary mission of educational institutions is the pursuit of knowledge. The environment **must** be conducive to teaching, learning, thought and research. Second, campus living environments are unique. On a residential campus such as SUNY Delhi, students live in close proximity to each other and interact continuously in their day-to-day living. The potential for noise, disruptions or other infringements upon the rights of community members is always present. While SUNY Delhi strongly supports the

First Amendment rights of free speech, students should be aware of the effects of abusive or hurtful language on their classmates. Civil behavior is expected at all times.

These unique differences make it imperative that members of this academic community be particularly sensitive to the rights of others, especially the right to quiet thoughtful study. Preservation of the institution for future generations, both in its facilities and its character, is essential. Rules and regulations are necessary for the orderly conduct of the educational process.

SUNY Delhi is committed to the education of the whole person. This includes social, emotional and physical, as well as, intellectual development. Consequently, the philosophy of the Code is educational in nature. Inappropriate behavior will be confronted and addressed in a positive and direct manner. Students should be well aware that behaviors, which detract from the serious educational purpose of the College, will not be tolerated. In particular, there are several behaviors which are considered serious enough to warrant severe disciplinary action, including suspension or expulsion from the institution. These behaviors are **physical violence, sale or distribution of controlled substances, sexual misconduct or rape, the destruction of college property, arson, harassment and sexual harassment, biased related crimes and disrespect for those in authority at the College.**

*The Code of Student Conduct and Behavior* also assumes the responsibility of protecting the rights of individuals accused of violating rules and regulations. This is accomplished through the establishment of procedural safeguards and counseling. Self-insight and self-initiated change of behavior are part of the disciplinary process.

Students and organizations should understand that they are subject not only to all of the rules and regulations in this *Code*, but are also bound by all federal, state and local laws on- or off-campus. The College reserves the right to take disciplinary action independently, regardless of the actions taken by Campus University Police and/or other police organizations. Students should also be aware that the rules and regulations found in the *Code of Student Conduct and Behavior* are applicable to off-campus behaviors in cases where there exists a nexus with campus interests. In civil or criminal cases, the College will cooperate with both the civil authorities and the student defendant regarding background information, and no attempt will be made to protect the student from the legal consequences of their behavior.

All students and organizations are expected to abide by the following rules and regulations.

#### I. Fire Safety

It is considered a violation of college policy to engage in any of the following activities:

- A. Unauthorized setting of fires on College or College Association property.
- B. Possession and/or use of candles, incense, incense burners, oil burners, oil lamps, or any similar items.
- C. Tampering with any fire safety equipment, including but not limited to fire extinguishers, heat and smoke detectors, pull stations, pre-alarm covers, electrical conduit and wiring.
- D. Activation of an alarm as a result of use of an unapproved appliance or inappropriate behavior.
- E. The failure to leave the building in a timely fashion as a result of a fire alarm.
- F. Students who are found to be in violation of the above policies can expect the following action:
  - 1. First violation - Residence Hall Probation (see section XIII, item F).]
  - 2. Second violation - Removal from College Residence (see section XIII, item E).
- G. In addition, residence hall staff have the authority to confiscate any item found to have caused the activation of an alarm. Restitution and arrest (if appropriate) are also possible.
- H. Students who are found to have falsely activated a fire alarm (including a local alarm station) can expect serious disciplinary action, up to and including suspension or expulsion from the institution.

#### II. Drugs

- A. The possession, use, sale or transfer of illegal drugs or controlled substances is prohibited on or off college property. This prohibition applies to the misuse, distribution, sale or transfer of legally obtained prescription drugs. The College will uphold laws currently in effect in New York State.
- B. Students found to be engaged in the sale of drugs or in possession of misdemeanor or felony amounts of drugs (including marijuana) will face severe disciplinary sanctions, which would likely include suspension or expulsion from the institution.