



# HIGH POINT UNIVERSITY

UNIVERSITY CENTER

2012-2013

# Student Guide to Campus Life

# Welcome!

Welcome to the campus of High Point University! The Office of Student Life would like to extend a warm greeting to you as you join our residential community.

As a member of our university community, we want you to know that we are committed to making your residential experience the best it can be. Please know that we take pride in your surroundings as well as your satisfaction and comfort. When you are in need of assistance, please alert our office immediately.

The services, facilities, and policies in this Guide to Campus Life are here to help you and provide insight to our university's campus life. Please read through each section and gain insight to the many benefits of the information.

As always, please know that our office is always here to help. Please notify us at 336-841-9231 or e-mail us at [studentlife@highpoint.edu](mailto:studentlife@highpoint.edu) at any time.

Warmest Regards,



Gail C. Tuttle  
Vice President for Student Life  
[gtuttle@highpoint.edu](mailto:gtuttle@highpoint.edu)



Erica D. Lewis  
Senior Director of Student Life  
[elewis@highpoint.edu](mailto:elewis@highpoint.edu)

# Important Telephone Numbers

## Emergency Calls only:

336-841-9111

## Non-Emergency/Information:

Academic Advising 336-841-9191

Academic Services (Tutoring, etc.) 336-841-9014

Campus Concierge 336-841-4636

Career & Internship Services 336-841-9025

Counseling Services 336-888-6352

Experiential Learning 336-841-9636

Financial Planning 336-841-9124

Health Services 336-841-4683

Information Technology Helpdesk 336-841-4357

Library Services 336-841-9101

Office of Student Life 336-841-9231

Post Office 336-841-9235

Residence Life 336-841-9039

Security (non-emergency) 336-841-9112

Security (emergency) 336-841-9111

Student Accounts 336-841-9259

Transportation 336-841-9113

# Contents

## 8 Administrative Offices

Office of the President .....	8
Academic Affairs .....	8
Academic Development .....	8
Academic Services .....	8
Experiential Learning .....	9
Office of the Registrar .....	9
Student Financial Services .....	9
Office of Student Accounts.....	9
Office of Student Financial Planning .....	10
Career Development & Internship Services .....	10
Post Office & Mail Services .....	11
Department of Athletics.....	11

## 12 Student Life

Vice President for Student Life .....	12
Senior Director of Residence Life.....	12
Dean of Students .....	12
Greek Life.....	13
Director of Judicial Affairs.....	13
Director of Counseling Services.....	13

## 15 Administration

Vice President and Chief of Staff .....	15
Hospitality Services.....	15
Student Health Services.....	15
Security and Transportation.....	16
Communication and Culture .....	16
Student Activities and Campus Engagement.....	16
Campus Concierge.....	16
Slane Recreation Center .....	17
Appeals .....	18
Statement on Title IX .....	19

## 20 Services, Facilities & Administrative Policies

Vehicle Registration .....	20
Parking & Moving Violation Appeals Procedure .....	20
Post Office & Mail Services.....	20
University Bookstore .....	22
HPU Cashless Campus Program .....	22
Banking/Cashiering.....	22
The HPU Passport Card .....	22
Information Technology .....	23
Photo and Video Permissions .....	23
Library Services .....	23
Transportation.....	25
Inclement Weather.....	26
Student Rights and Responsibility .....	28
Procedure for Student Complaints .....	29

## 32 Academic Policies & Information

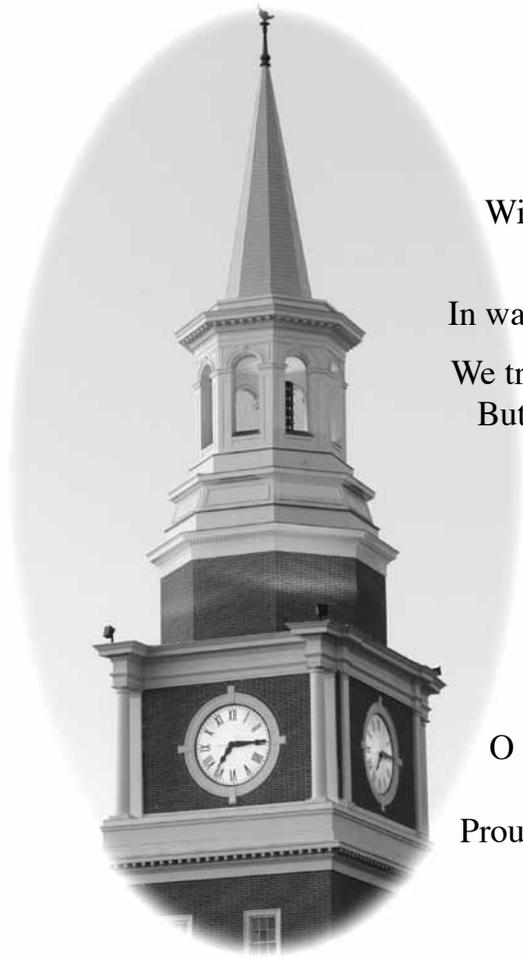
Academic Advisers .....	32
Summary of Computing Rights and Responsibilities .....	32
Software Duplication and Use Policy .....	32

Family Educational Rights and Privacy Act (FERPA).....	32
Experiential Learning.....	33
Full-semester and Summer Study Programs.....	33
<b>37 Student Organizations</b>	
Student Organizations.....	37
Academic Organizations.....	37
Honor Societies.....	37
Political Organizations.....	38
Religious Life & Organizations.....	38
Service Organizations.....	40
Special Interest Groups.....	40
Greek Organizations.....	40
Sports and Recreation.....	43
<b>44 Student Government</b>	
Responsibilities and Requirements of Chartered Organizations.....	44
<b>47 Residential Housing</b>	
Hall Amenities.....	47
Housing Sign-ups.....	47
Residential Staffing.....	47
Responsibilities of Roommates.....	48
Roommate Solutions.....	48
Check-in/Check-out.....	49
<b>53 Housing Regulations</b>	
Right of Entry.....	57
<b>58 Social Regulations &amp; Civility Regulations &amp; Policies</b>	
Alcohol.....	59
Illegal Controlled Substances.....	64
<b>68 University Honor Code</b>	
Interpretation of the Honor Code.....	68
Responsibilities of Students.....	69
Process of Adjudication.....	70
Sanctions.....	71
Special Notices.....	72
Honor Court.....	73
<b>75 University Conduct Code</b>	
Uniform Guidelines.....	75
Physical Assault.....	76
Sexual Misconduct.....	77
Discrimination & Harassment Policy Statement.....	77
Destruction of Property.....	82
Tampering of Property and University Equipment.....	82
Freedom of Assembly/Expression.....	82
Facebook.....	83
<b>92 Uniform Guidelines</b>	
Summary of Sanctions.....	92

# You've Arrived

- 1.** On the first day of Orientation, go to your residence hall to pick up your key.
- 2.** Go to mail services to locate your campus box.
- 3.** If you plan to open or have opened an account with BB&T, Wells Fargo or High Point Bank & Trust, you may want to visit the campus branch representative at Orientation to settle banking matters.
- 4.** Room security is your responsibility. You should lock your room and/or your suite door and keep your key and Passport card with you at all times.
- 5.** Two C-Stores (convenience stores) are located on campus for items you may have forgotten: One in the University Center and one in Yadkin Hall.
- 6.** Don't buy textbooks until you are registered for classes and are sure of the books you will need.
- 7.** Attend your first residence hall meeting. Your RA will discuss safety rules as well as pertinent information for your living area.
- 8.** Familiarize yourself with the Slane Student Center and University Center. There you will find restaurants, campus concierge, study areas and much more.
- 9.** Our campus is an active place! Always check your HPU e-mail account; your campus concierge shares information with you on a daily basis. Stop by the HPU Campus Concierge desks (located in the lower level of Slane Center, the University Center and the Qubein School of Communication. Assistance is available for you if you need to make dinner reservations, need directions, need your dry cleaning done, etc.
- 10.** Complete your vehicle registration at the Slane Center.

Questions? Go to the Campus Concierge for assistance - this is an area that is capable of finding all answers for every student.



## Alma Mater

God bless you *Alma Mater*,  
With holy wisdom burning bright.

God lead you *Alma Mater*,  
In ways of truth, through paths of right.

We tread these halls. Too soon we part,  
But memories o'er flow each heart.

God bless you *Alma Mater*!

## HPU Fight Song

O Here's to you, dear High Point U  
Our loyalty is ever true  
Proud alma mater's sons and daughters,  
We will honor you.

While marching on to victory  
Our Panther pride shines through  
So, Fight! Fight!  
For the purple and white  
And dear old H-P-U!

(Shout Chorus)

Go H-P-U!

Go H-P-U!

(Panther Shout)

H-I-G-H P-O-I-N-T

HIGH POINT PANTHERS

HIGH POINT PANTHERS

GOOOOOO HPU!

# Administrative Offices

The Office of Student Life is committed to the growth and development of all university students. Our commitment is to see the individual excel and mature in an inspiring environment that is conducive and focused on the academy of higher learning but also fosters an individual's co-existence with fellow students.

During your stay at High Point University, you will not only study, but will also have the opportunity to become active in Greek Life, Student Government, The Campus Activities Team, Religious Life, Service Organizations, Academic Organizations, and much, much more. We are committed to your desire to participate in all activities as well as equal access to all administrative offices. Listed below are various administrative offices that provide invaluable resources and tools that will contribute to your educational success.

## Office of the President

**210 Roberts Hall, 336-841-9201**

**Dr. Nido Qubein**

**nqubein@highpoint.edu**

Dr. Nido Qubein is High Point University's seventh president, beginning his tenure in 2005. As president, Dr. Qubein is responsible for the overall direction and management of the university. Dr. Qubein is the instructor for a course taken by all university students, entitled "The President's Seminar on Life Skills." Commonly referred to as Life Skills, this course gives students a hefty dose of real world pragmatism before they leave HPU. The skills they learn are meant to help them succeed in all aspects of life – academic, professional and personal.

## Academic Affairs

**217 Roberts Hall, 336-841-9229**

**Dr. Dennis Carroll**

**dcarroll@highpoint.edu**

Dr. Dennis Carroll serves as the Provost/Vice President for Academic Affairs and is the chief academic officer of all the academic departments of the university. The Deans of the Colleges report to him.

## Academic Development

**401 Smith Library, 336-841-9191**

**Dr. Allen Goedeke**

**agoedeke@highpoint.edu**

Dr. Allen Goedeke serves as the Associate Dean for Academic Development and is the individual responsible for academic advising and leadership for faculty advisement programs. Also, Dr. Goedeke is in charge of academic services that include disability support as well as tutorial services.

## Academic Services

**404 Smith Library, 336-841-9014**

**Dr. Craig Curty, ccurty@highpoint.edu**

Dr. Craig Curty serves as the Director of Academic Services and is responsible for tutorial services for students experiencing academic difficulties.

## Study Abroad

**324 Slane Student Center, 336-841-9636**

**Heidi Fischer, hfischer@highpoint.edu**

Ms. Heidi Fischer serves as the Director of Study Abroad. The Office of Study Abroad guides students through the

process of selecting, applying to and participating in a study abroad program. Students can choose from a variety of options, including a semester abroad at an international university, or a short-term faculty-led Global Experience program (typically offered in May).

### **Office of the Registrar**

**101 Roberts Hall, 336-841-9205**  
**DI Estey, destey@highpoint.edu**

Registrar Diana Estey oversees registration and compiles the course schedule for each semester. Registration for new students is conducted in early spring, prior to your first semester of enrollment. Registration for continuing students is in November and April for the following spring and fall semesters. Registration is online and academic advisers grant you permission to register after an advising session has been conducted. All academic records and transcripts are kept on file in the registrar's office. Additionally, the registrar provides enrollment certifications for graduation and continuing athletic eligibility and enrollment.

### **Student Financial Services**

The Student Financial Services Division of the Business & Financial Affairs Office consists of the Office of Student Accounts and the Office of Student Financial Planning. Both of these offices are located in Roberts Hall and work together to assist students in their pursuit of postsecondary education at High Point University. Each office works not only to assist students but also their parents and members of the university community.

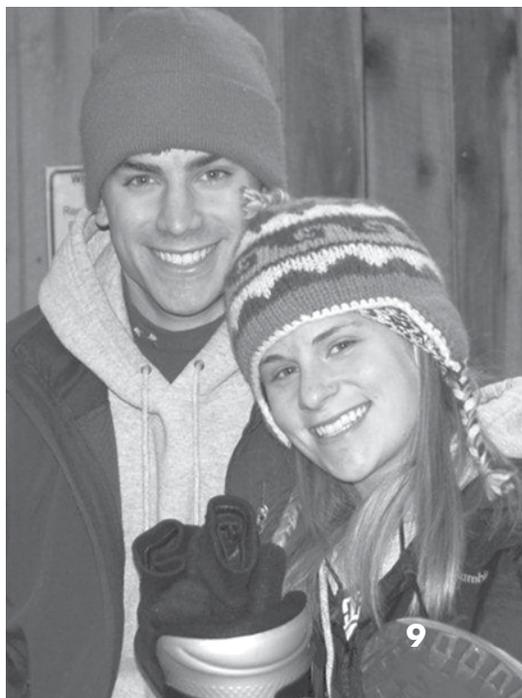
### **Office of Student Accounts**

**Lower Level - Roberts Hall**  
**336-841-9259**

**Terri Kane, myaccount@highpoint.edu**

The Office of Student Accounts collects payments, assesses charges, maintains online billing statements, and administers the tuition payment plan.

The Office of Student Accounts is responsible for ensuring that funds due to the university are billed, collected, and deposited timely and accurately in a manner that is compliant with not only university policy but also all applicable Federal and State Regulations. The staff is well trained and highly qualified to make the student/parent experience with Student Accounts process a positive and rewarding one. The staff is available to address a broad range of financial issues pertaining to a student's education at High Point University. Terri Kane serves as the Director of Student Accounts.



## **Office of Student Financial Planning**

**100 Roberts Hall, 336-841-9124**

**J. Ron Elmore**

**finplanning@highpoint.edu**

The Office of Student Financial Planning is responsible for verifying eligibility for and the awarding of financial assistance from institutional, federal, state, and outside sources. Currently the application process requires the filing of the Free Application for Federal Student Aid (FAFSA) at [www.fafsa.ed.gov](http://www.fafsa.ed.gov), and the submission of the HPU Financial Planning Application.

The results of the FAFSA will be received by our office electronically (provided our school code, 002933, is included), and will be matched with the HPU financial Planning Application. Eligibility will be determined based on the information we receive and an aid package will be developed to include available funding from the various programs for which we administer. Non-need based aid like merit scholarships, athletic awards, and departmental scholarships are the first component in the development of a student's aid package. Federal and state grants are then awarded, and if additional eligibility exists the student will be considered for HPU's need-based grant. Federal Loans will be added according to the maximum amount allowed based on the student's grade level. Federal work-study is a student work program with very limited funding so it is targeted at students with the highest demonstrated need as long as the funds exist.

The Office of Student Financial Planning is also responsible for monitoring students' enrollment status as students must be full-time to receive institutional funding. All students must maintain Satisfactory Academic Progress as dictated by federal regulations and institutional policies.

In addition, students receiving merit scholarship must maintain the minimum GPA requirement as indicated in the student's original scholarship offer. We monitor academic progress at the end of each Spring semester. If a student fails to meet Satisfactory Academic Progress or is below minimum cumulative GPA to retain their merit scholarship, the student loses eligibility for financial assistance until the minimum requirements are met.

## **Career & Internship Services**

**Slane Student Center, 3rd Floor**

**336-841-4558**

**Eric Melniczek**

**careerdevelopment@highpoint.edu**

Career & Internship Services offers assistance to High Point University students in all aspects of the career planning and development process. Career planning and development involves individual career counseling complete with complimentary career assessment administration and interpretation. HPU Career & Internship Services utilizes a variety of assessments (FOCUS, Holland SDS, MBTI, CISS, etc.) to help our students to identify their work values, career interests, personality type, and skill sets. Staff members aid students in the exploration of majors and related careers as well as exposing the student to research methods about potential careers. In addition, staff members help students in the developing resumes, teaching interviewing skills, and planning & implementing a career action plan. Students may utilize opportunities provided by Career & Internship Services such as the HPU Alumni Mentor/Student Protégé Career Network, Fall Career Fair, Non-Profit & Government Agency Fair, Panther Career Network, Vault Online Career Library, etc.

## Post Office & Mail Services

Slane Student Center, 2nd Floor

336-841-9235

Mike Hall, [postoffice@highpoint.edu](mailto:postoffice@highpoint.edu)

The HPU Mail Center operates Monday - Friday, 8:30 AM to 5:00 PM. Student campus mail boxes are located here, but The University Center, North College Terrace, Centennial Square, North College Townhomes, The Greek Village, North College Court and University Village residents have mail boxes located at their residential building. When you receive a package, you will get an email notification.

## Department of Athletics

Steele Center, 336-841-9057

Craig Keilitz, [ckeilitz@highpoint.edu](mailto:ckeilitz@highpoint.edu)

Craig Keilitz, Athletic Director, heads the department of athletics, home to 16 NCAA Division I sports. The university is a member of the Big South Conference. Additionally, the athletic department is home to 20 club sports.



# Student Life

High Point University is committed to creating a nurturing relationship with all residents. The Office of Student Life strives to enhance both academic achievements as well as the personal growth and development of all university students. We want to facilitate the acquisition and development of life skills as well as servant leadership. Our responsibility is to help prepare students with the knowledge of how to live with their fullest potential in mind.

**Vice President for Student Life**  
**338 Slane Student Center, 336-841-9141**  
**Gail C. Tuttle, gtuttle@highpoint.edu**

The Vice President for Student Life is responsible for student life concerns and programs and serves with the university's senior administration. She is responsible for the overall direction and focus of the Division of Student Life which includes the Dean of Students, Residence Life, Greek Life, Counseling Services, and Student Government. Additionally, the Vice President for Student Life has oversight of the chief student affairs professionals and appeals process.

**Senior Director of Student Life**  
**337 Slane Student Center, 336-841-9039**  
**Erica D. Lewis, elewis@highpoint.edu**

The Senior Director of Student Life is responsible for the supervision of residential housing and all residential staff resources as well as living-learning communities and community education. Regular interaction with students and their residential and programming needs is central to this position.

As noted in the University Bulletin, all students are required to live in a university residence hall with a full meal plan, except those who live with their parents or with a

spouse. Single students (except commuters living with parents or guardians) who enroll and are found to be living off-campus without an authorized exception from the Senior Director of Student Life may be held responsible for all tuition and fees and/or be dismissed from the university.

**Dean of Students**  
**Slane Student Center, 3rd Floor**  
**336-841-9107**

The Dean of Students is responsible for the coordination and management of Judicial Affairs, the Student Government Association, Greek Life, the Peer Mentor program, Multicultural programming, and various developmental student leadership programming. The Dean of Students facilitates the management of the judicial sanctions and appeals process as well as the work of the Honor Code and University Conduct Code enforcement in conjunction with the Provost/Vice President for Academic Affairs.

**Greek Life**  
**333 Slane Student Center, 336-841-9484**  
**Teri Cugliari, tcugliar@highpoint.edu**  
**Facebook: HPU Greek**  
**Twitter: HPUGreeks**  
**greek@highpoint.edu**

High Point University is home to 16 social Greek organizations including 10 sororities and 6 fraternities. Greeks participate in many events on campus and in the High Point community including Greek Week, Greeks Got Talent, and numerous service events. Greek affiliation provides numerous leadership and philanthropic opportunities as well as lifelong friends and connections which are maintained long after graduation. HPU encourages students to excel in the classroom and experience all facets of campus life; therefore, the University follows a deferred recruitment schedule. First year students are eligible to participate only after completing one full semester of coursework and attaining a minimum 2.5 cumulative GPA. Also, freshman students who are on discipline probation prior to the semester of the recruitment period are not permitted to participate. Formal recruitment for both sororities and fraternities is held in January.

### **Director of Judicial Affairs**

**335 Slane Student Center, 336-841-9309**

**Heather Beatty, [hbeatty@highpoint.edu](mailto:hbeatty@highpoint.edu)**

The Director of Judicial Affairs is the chief judicial officer for the university and manages both the academic and non-academic judicial system. This includes review of incident reports and formal complaints, as well as conducting preliminary investigations and formal hearings and issuing appropriate sanctions. The Director will supervise and evaluate all Conduct Boards, adjudicating both conduct and Honor Code violations. Additionally, this individual provides counseling for students, particularly residential students regarding disciplinary issues and performs appropriate student referrals.

### **Director of Counseling Services**

**Slane Student Center, 3rd Floor**

**336-888-6352**

**Lynda Noffsinger**

**[lnoffs@highpoint.edu](mailto:lnoffs@highpoint.edu)**

The High Point University Office of Counseling Services provides assistance to students who may experience emotional, behavioral, substance abuse, and/or psychological problems during the transition into college life. As this is a time for change and growth, we recognize that it brings with it exploration of your ability to manage stress, build relationships, balance work and play, and learn more about the person you are becoming. Counseling staff also provides programming on wellness and personal growth.





# Administration

## **Vice President and Chief of Staff**

**250 Roberts Hall, 336-841-4530**

**Chris Dudley, [cdudley@highpoint.edu](mailto:cdudley@highpoint.edu)**

Chris Dudley, the Vice President and Chief of Staff is responsible for many of the services that students access on a daily basis. From Campus Enhancement Services (janitorial, landscaping, construction, renovations and maintenance), Hospitality Services (restaurants and catering), Health Services, Security, Safety, Emergency Preparedness, and Transportation, to the Communication and Culture program (Concierge, Recreation and Student Activities), this office focuses on creating an extraordinary environment for HPU students.

## **Hospitality Services**

**Slane Student Center  
& University Center**

**336-841-4654**

**[www.hpudine.com](http://www.hpudine.com)**

Dining with friends is an integral part of your college experience. Whether it's a quick bite on the go or a sophisticated dinner with your friends, you will find an extraordinary variety of dining options at HPU.

The University Center is home to the Farmers Market, the Great Day Bakery, The Point, 1924 PRIME, Starbucks®, and the C-Store.

The Slane Student Center features the Café with all-you-care-to-eat meals with a great variety of options, from international fare to home-style entrees. Something is available for every taste, including favorites from the produce market, grill, sandwich shop and

exhibition stations. Professional musicians play during lunch throughout the week.

The Slane Student Center atrium offers a variety of retail options including Chick-fil-A, Subway, and Starbucks.

The C-Store 2, located at the back of Yadkin Hall, is a late night grill and convenience store which closes at 2:00 a.m.

The Grille at the Village at HPU offers a variety of great tastes in an all-you-care-to-eat format, including a deli, stone oven pizza, and many grab-and-go items.

The North College Court Bistro offers all-you-care-to-eat cuisine.

## **Student Health Services**

**Wilson Hall**

**336-841-4683**

**[studenthealth@highpoint.edu](mailto:studenthealth@highpoint.edu)**

High Point University has partnered with Cornerstone Health Care to effectively and compassionately serve the medical needs of the students at High Point University. Dr. Danielle Mahaffey is one of only three private university full-time medical directors in North Carolina who is a Medical Doctor. Student Health Services is open Monday-Friday from 8:00 a.m. to 5:30 p.m. After hours calls can be directed to High Point Family Practice at 336-802-2040. Health Services does contact the Office of Academic Development when a student visits the clinic for a significant illness or injury; however, the responsibility of making up missed work and/or examinations is the sole responsibility of the student and excessive absences may

cause consequences such as being dropped from the course. Should you experience a medical emergency, contact 336-841-9111 and if you are transported to a local hospital, a member of the HPU Residence Life staff will accompany you.

### **Security Service Centers**

**University Center Lobby**

**North College Station**

**Security Administration Building**

**security@highpoint.edu**

**336-841-9112**

The mission of the High Point University Security, Transportation and Safety/ Emergency Preparedness departments is to care for and serve all who enter upon the lands of the University while preserving their property and University assets. In addition to a professional security force, the university also provides blue light security phone towers operating 24 hours a day, 365 days a year. Along with traditional vehicle patrols, the university also utilizes foot patrols, T3s, Segways and bicycles. Students also have access to security escorts and transportation services. Students are expected to take all necessary precautions and report issues or concerns (if you see something, say something). Call security if you need immediate help. If you have a suggestion or wish to make an anonymous crime tip, you may do so online by clicking the Administration tab, then Security, from [www.highpoint.edu](http://www.highpoint.edu). All residential buildings are accessible by the Passport card that is associated with the student's housing assignment. Jeff Karpovich, CPP, is the Chief of Security and Director of Transportation ([jkarpovich@highpoint.edu](mailto:jkarpovich@highpoint.edu)).

### **Associate Vice President for Communication and Culture**

**312 Roberts Hall, 336-841-9156**

**Roger Clodfelter**

**rclodfel@highpoint.edu**

The HPU experience doesn't end when you leave the classroom. The Associate Vice President for Communication and Culture works with the Student Activities Office, Campus Concierge, HPURec and others, to ensure you receive an extraordinary education in an inspiring environment with caring people. Our campus environment is designed for you to experience the values of generosity, service, joy, fellowship and much more on a daily basis. We also appreciate your comments and concerns. You will find HPU Suggestion Boxes located throughout campus. Please let us know what ideas you have...our best suggestions come from students!

### **Student Activities and Campus Engagement**

**316 Roberts Hall, 336-841-9118**

**Hillary Kokajko**

**activities@highpoint.edu**

**CAT Facebook:**

**C.A.T. (Campus Activities Team)**

**Cinema Facebook:**

**The Extraordinary Cinema**

**Cinema twitter: HPU Cinema**

Beginning with Orientation and continuing through Panther Palooza (last day of classes), you will have an easy time getting involved and having fun. From concerts to movie nights to karaoke nights and photo opportunities, every day at HPU is a special one! Daily announcements about upcoming events are broadcast via the Campus Concierge e-mail and computer kiosks located in the Slane Center and University Center. You may also pick up a calendar of events from the

Campus Concierge Desk located on the 1st floor of the Slane Student Center.

### **Campus Concierge**

**Concierge Locations: Slane Student Center, University Center, Nido R. Qubein School of Communication**

**Chief Concierge Location: Slane Student Center**

**336-841-4636**

**concierge@highpoint.edu**

**Facebook: HPUConcierge**

**Twitter: HPUConcierge**

The Campus Concierge provides students with a single, comprehensive information point on campus. From ticket distribution for cultural enrichment events and signups for student activity signups to restaurant recommendations and reservations as well as general campus and local information and directions, the Campus Concierge is dedicated to providing extraordinary service to our students. Daily e-mail announcements and Facebook Fan Page messages are sent to students updating them on campus events. You are also encouraged to follow the Campus Concierge on “Twitter” by going to [www.twitter.com/HPUConcierge](http://www.twitter.com/HPUConcierge) to receive timely and interesting campus happenings several times throughout the day. Other unique services include academic tutor scheduling, library book drop location, a daily weather forecast, complimentary GPS use, complimentary Kindle book readers, complimentary iPad use, complimentary calculator use, and dry cleaning services.

### **Slane Recreation Center**

**Slane Student Center, 1st Floor**

**336-841-9732**

**Mat Allred, [rec@highpoint.edu](mailto:rec@highpoint.edu)**

**Facebook: HPU Recreation & HPU Outdoor Discovery**

**Twitter: @hpurec**



High Point University Recreation Services (HPUREc) offers a variety of fitness, wellness, and athletic opportunities for all students. The Slane Student Center is home to the HPUREc Office, the Fitness Center, Group Exercise classroom, and a multi-purpose basketball courts. The Maynard Pool and Spa at Slane is available for you to enjoy during warmer months. Students may also enjoy swimming and racquetball in the Millis Athletic/Convocation Center as well as sand volleyball and outdoor basketball courts located around campus. HPUREc also manages fitness facilities at the University Center 2, The Village, North College Terrace, Centennial Square Townhomes, and the Greek Village as well as outdoor pools at The Village, Centennial Square Townhomes, and The Greek Village which are for resident use of those communities. HPUREc offers an active intramural sports and activities calendar as well as opportunities for adventure with HPU Outdoor Discovery. The HPU Outdoor Discovery Program includes a dynamic Challenge (Ropes) Course located at the HPU Estate, a 20-acre country retreat located just minutes from campus. The Challenge Course is designed to develop communication and leadership skills through a series of demanding high and low ropes components. The course also features a 500



ft. zip line, 40 ft. rock climbing wall, and a series of hiking trails. Complimentary transportation to the HPU estate is provided through the HPU Rec office.

## Appeals

Students have the right to question a decision based on faculty approved policies and made by faculty or administrative staff. Any appeal must be based on evidence that a factual or procedural error was made or that some significant piece of information was overlooked. All appeals must follow the outlined procedures in order to receive fair consideration.

### 1. Classes of Appeal

- a. Appeal of administrative action: A student may appeal to the Executive Committee of the Faculty a decision of the Provost or the Dean of Students after all other prescribed appeal procedures have been exhausted. The Executive Committee is composed of the President of the University, a minimum of three administrative staff officers, and four faculty members. The decisions of the Executive Committee will be considered final and become effective upon ratification by the

President.

- b. Grading decision: Students who wish to appeal a grade awarded by a faculty member should discuss the matter first with the faculty member. If a satisfactory conclusion of the question is not reached, a student may appeal the matter to the department chair. The decision of the department chair is final.

### 2. Time Limitations

Appeals of grades or administrative action by a student must be made within ten working days of the time that the action is made known to the student by the appropriate officer. If the University is not in session at the time the decision is made, the time limitation will begin at the start of the next regular session (fall or spring).

### 3. Format of Appeals

All appeals must be made in writing to the appropriate officer. A basis for the appeal must be clearly stated, and evidence in support of the appeal must be included in the appeal. Appeals directed to the Executive Committee should be addressed to the President of the University, who serves as chair of the Executive Committee.

## Nondiscrimination/Title IX Statement

High Point University does not discriminate on the basis of race, color, national origin, sex, disability, religion, age, genetic information, veteran status, gender identity or expression, or sexual orientation in its education programs and activities as required by Title IX of the Educational Amendments of 1972, the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VII of the Civil Rights Act of 1964, and other applicable statutes and University policies. University programs and activities include but are not limited to athletics (NCAA and club sports), admissions, financial aid, and employment. High Point University will not tolerate any form of harassment including sexual violence and sexual harassment.

If a person believes that a violation has occurred, please report it to the appropriate High Point University Compliance Officer listed below. High Point University will not tolerate any form of retaliation towards a person reporting a violation.

For non-disability related violations or inquiries, please contact one of the following:

Students and applicants for admission:

- Gail Tuttle, Vice President of Student Life, 338 Slane Center, High Point University, 833 Montlieu Ave, High Point, NC 27262, 336-841-9231, [gtuttle@highpoint.edu](mailto:gtuttle@highpoint.edu)
- Derek Stafford, Security Manager of Investigations, Compliance and Crime Prevention, 104 N. College Admin Building, High Point University, 1911 N. Centennial St, High Point, NC 27262, 336-841-9433, [dstaffor@highpoint.edu](mailto:dstaffor@highpoint.edu)

Athletics (student-athletes, coaches):

- April Wines, Assistant Director for

Athletics, 205 Steele Center, High Point University, 833 Montlieu Ave, High Point, NC, 27262, 336-841-4645, [awines@highpoint.edu](mailto:awines@highpoint.edu)

- Derek Stafford, Security Manager of Investigations, Compliance and Crime Prevention, 104 N. College Admin Building, High Point University, 1911 N. Centennial St, High Point, NC 27262, 336-841-9433, [dstaffor@highpoint.edu](mailto:dstaffor@highpoint.edu)

Faculty/Staff and applicants for employment:

- Kathy Smith, Director of Human Resources, 239 Roberts Hall, High Point University, 833 Montlieu Ave, High Point, NC 27262, 336-888-3691, [kssmith@highpoint.edu](mailto:kssmith@highpoint.edu)
- Derek Stafford, Security Manager of Investigations, Compliance and Crime Prevention, 104 N. College Admin Building, High Point University, 1911 N. Centennial St, High Point, NC 27262, 336-841-9433, [dstaffor@highpoint.edu](mailto:dstaffor@highpoint.edu)

For disability-related violations or inquiries, please contact:

Students and applicants for admission:

- Dr. D. Allen Goedeke, Associate Dean for Academic Development, 401 Smith Library, High Point University, 833 Montlieu Ave, High Point, NC 27262, 336-841-9191, [agoedeke@highpoint.edu](mailto:agoedeke@highpoint.edu)

Faculty/Staff and applicants for employment:

- Kathy Smith, Director of Human Resources, 239 Roberts Hall, High Point University, 833 Montlieu Ave, High Point, NC 27262, 336-888-3691, [kssmith@highpoint.edu](mailto:kssmith@highpoint.edu)
- Derek Stafford, Security Manager of Investigations, Compliance and Crime Prevention, 104 N. College Admin Building, High Point University, 1911 N. Centennial St, High Point, NC 27262, 336-841-9433, [dstaffor@highpoint.edu](mailto:dstaffor@highpoint.edu)

# Services & Facilities

## Auto Registration & Parking Regulations

### Vehicle Registration

Students who bring a vehicle on the campus must register with the Security Department. (Freshman vehicles are permitted and may park in any student-designated space.) Registration is an online process. To register a vehicle go to the HPU website and click Bb community <https://community.highpoint.edu>. The original vehicle state registration card must be presented when the student arrives on campus to pick-up their parking decals.

Students may also register in person 24/7 at the Security Service Center in the University Center or the security administration office located in the North College Administration Building. Vehicle registration is not complete until the parking decals are affixed to the exterior of the front and back of the vehicle. Parking decals are valid for the entire academic year and expire on August 31st. The first decal is free. Subsequent decals are \$25.00.

If you have a visitor on campus, you should obtain a temporary parking permit for them from the Security Department (24/7) at no charge.

Parking fines are a minimum of \$30.00 per violation. The fifth unpaid citation per semester will subject the vehicle to vehicle immobilization (VIPER-Vehicle Immobilization Process of Enforcement & Recovery). However, students with registered vehicles will have their fines automatically transferred to their student account at least twice a semester so the likelihood of VIPER is minimized.

Handicap citations issued by the Security

Department are \$50.00. Handicap citations issued by the High Point Police Department are \$250.00.

### Parking & Moving Violation Appeals Procedure

1. If the violator chooses to appeal a parking/moving violation citation they may do so online and only online at [www.highpoint.edu/parking](http://www.highpoint.edu/parking) within (7) seven days of the receipt of their citation. The appeal should include a detailed description of why the citation should be considered improper or invalid. Appeals submitted after (7) seven days of the time and date of the citation will not be accepted.
2. The Appeals Officer, will review the written appeal and may:
  - a. Grant the appeal and forgive the violation
  - b. Reduce the fine
  - c. Deny the appeal
3. If the appeal is denied by the Appeals Officer, the appellant may appeal further to the Board of Appeals. This board will consist of (1) HPU Student, (1) Security Staff Member and (1) HPU Staff or Faculty Member. The Board of Traffic Appeals will meet monthly. The decision of the Board of Traffic Appeals is final.

Complete parking rules may be found at [www.highpoint.edu](http://www.highpoint.edu). Click on *Administration*; *Security* then *Parking Terms and Conditions*.

### Post Office & Mail Services

Receiving mail and/or packages from family and friends is an exciting part of the campus life experience. Below is a list of some

helpful information regarding the HPU Mail Center, as well as security tips for receiving and/or sending letters and packages:

- Hours of operation:  
Monday – Friday, 8:30AM to 5:00PM
- Mail and packages should be addressed as follows:  
Your name  
Campus Box Number  
High Point University  
833 Montlieu Ave.  
High Point, NC 27262
- **Make certain that your first and last name, as well as middle initial is on all mail and packages.** Nicknames are okay as long as they are accompanied by your given name.
- **Campus box number** should be on all mail and packages to ensure timely processing. It is important to **avoid** writing/typing “P.O. Box” on student mail, as this implies to the U.S. Postal Service (USPS) that the recipient has a post office box at the main, High Point branch rather than the University campus.
- Please, **do not have cash sent** through the mail – only checks, money orders, or deposits made to your debit and/or HPU card accounts.
- When shipping valuables, it is wise to **ask for a tracking number** through the USPS (i.e. Insured Mail, Certified Mail, Delivery Confirmation, etc.). United Parcel Service (UPS) and Federal Express are also reliable methods of shipping that automatically track your package.
- **Priority Mail** generally takes two or three days to reach its destination, depending on the travel distance. It is quicker than regular First-Class but is **not guaranteed**.
- The USPS **only guarantees** delivery of **Express Mail**, which is overnighted. Please, do not confuse Priority Mail with Express Mail.

**You will receive an automated email notification from us each time a package arrives.**



## University Bookstore

### Academic Year Hours

**Monday - Friday 8:30 a.m. - 5 p.m.**

**Saturday 10:00 a.m. - 4 p.m.**

Located in the Slane Center, 2nd Floor, the High Point University Bookstore, operated by Barnes & Noble, offers textbooks and general books, school and office supplies, as well as computer accessories. Additionally, extraordinary High Point University gifts, clothing and accessories are available.

Through use of the University Bookstore's online Web site, [highpoint.bncollege.com](http://highpoint.bncollege.com), you can pre-order your textbooks and have them waiting for them at the beginning of each semester. Many students find this a convenient benefit.

## High Point University "Cashless Campus" Program

To assure that services provided on our campus are for the exclusive use of the HPU family, we have a cashless campus program. Students are able to make deposits to their Passport Card "General Account" by visiting the HPU website and using a credit or debit card, 24 hours a day. Additionally, the university provides Passport Teller Machines that accept both cash and credit card deposits. These machines are located in the Slane Student Center, on the lower level, next to the Campus Concierge desk, at The Grille in The Village, and on the lower level of the University Center near the Extraordinaire Cinema.

## Banking/Cashiering

Automatic Teller Machine (ATM). Wells Fargo and BB&T maintain an automatic teller machine on campus that supports primary banking transactions, including account maintenance and account withdrawals. These machines are located in the Slane Student Center, on the lower level, next to the Campus Concierge desk, at The Grille in The Village and on the

lower level of the University Center.

In order to have ready access to funds and to facilitate check-cashing, you may want to open a checking account at a local bank in the High Point area. Local banks are on campus at the beginning of the school year to assist students in this process.

## The HPU Passport Card

The High Point University Passport Card is your exclusive "key" to unlock and enjoy the HPU Experience! The Passport Card is used for the following important functions:

### Replacement Passport charge is \$50.

**Student ID** – Allowing any office on campus to easily identify you as a High Point University member.

**Security Safeguard** – You will use your Passport to gain access to the exterior entrances of your residential hall and other important common areas on campus (library, computer labs, etc.)

**Dining** – The HPU Passport holds your meal plan, including dining dollars, which will allow you to use the Passport at multiple on-campus dining locations. Additionally, your Passport card will provide you spending flexibility at over 50 off-campus locations by utilizing the card's "general account."

The general account of the HPU Passport is the most versatile account. Money added to this account can be used anywhere the HPU card is accepted; it rolls over from semester to semester and never expires. You can dine at local restaurants, purchase items from local businesses such as drugstores, and can utilize anywhere on campus. General Account Funds do not expire until May 31st of the student's graduation year. After May 31st, the remaining funds will be deposited into the HPU Legacy Scholarship Fund.

## Information Technology

Norcross Building, 1st Level

336-841-HELP

Wellington Souza

wdesouza@highpoint.edu

The Office of Information Technology supports all electronic devices on campus. **YES!** This service is here for you. **YES!** It is free. If you need help with your computer, TV, laptop, phone, Xbox, etc. or if you are in need of help with technology based class resources, blackboard and other educational tools, never hesitate to call (336.841.4357), to email (helpdesk@highpoint.edu) or to visit us in person on the first floor of Norcross Hall.

The Office of I.T. is also responsible for all technology infrastructures including classroom and presentation, software licensing, networking, Internet access (wired and wireless), TV services, web services, and many others. Please know we are here to serve you, and that we are glad to help you with anything, no matter how small the problem may seem.

There are both general use and specialized computer labs on campus. Even though both are available for our students, some specialized labs are blocked for classes during certain periods and some labs are earmarked for students who need access to expensive, specialized industry standard software. Our computer labs are located in Norcross, Congdon, Roberts and Norton Halls as well as at Smith Library and the Steele Sports Center. We also provide Internet access kiosks at the Student Activity Center, a Business Center computer facility at the Village and North College Terrace. For specific information on all of the above please visit: <http://www.highpoint.edu/it>.

## Photo and Video Permissions

High Point University reserves the right to take photos and videos of University students, family members and guests on campus. The images may be used in University publications, marketing materials, or on the University website. The images may appear in any of the wide variety of formats and media now available to the school and that may be available in the future, including but not limited to print, broadcast, videotape, CD-ROM and electronic/online media. High Point University is released and discharged from any and all claims and demands arising out of or in conjunction with the use of the photographs and/or videos, including any and all claims for libel.

## Library Services

### Access

**Smith Library** is open 24 hours a day 7 days a week during the regular semester. As the center of information resources on campus, the library is responsible for housing and developing a book, media and journal collection both in hardcover and online.

**The Learning Commons** in the University Center is a quiet study and research space that is also open 24 hours a day during the regular semester and is staffed by full-time research librarians.

Additional study spaces are available throughout campus including several residence halls and evening study space in Phillips Hall and the Conference Center. Please consult the Campus Concierge for complete listing.

### Study and school work

Smith Library is an excellent place to study. The library offers 180 study spaces. The *Third Floor, Quiet Study* is a place where you will find a quiet area that is conducive to study. The *Lower Level, Group Study* is an

area where students can work in groups and collaborate at one of the new collaboration stations. The main floor includes a large PC lab with free printing and copying. Librarians are available to help you with research questions. Laptops and netbooks along with other technology are available at the Circulation Desk for in-building use. Wireless internet access is available in all study areas and makes any chair a comfortable study spot. The library also houses four computer labs; two on the main level and two on the lower level.

The Learning Commons in the University Center has Macs, PCs and netbooks for student use. Books are available for checkout at the UC Learning Commons and any item from the Smith Library collection can be requested and then picked up at the UC Learning Commons.

### **Resources**

The library contains 314,000 volumes that include 65,000 online books. There are many special collections in the library and they include the furniture and interior design collection, art and rare book collection. An extensive Current Reading collection is housed on the main floor of the building. The library provides access to 34,000 online magazine and journal titles, 400 streaming videos, hundreds of online dictionaries, encyclopedias and many other online resources. All of these resources are accessible online for students, faculty, and staff at <http://library.highpoint.edu>. Off-campus access is available using your High Point University e-mail *username and password*.

### **There are many services available at Smith Library**

#### ***Research Services***

Research Services are provided by the Reference Department. You can ask a research question in-person, by calling the

library at 841-9101, via e-mail (Reference@highpoint.edu) by chat from the library homepage or text your question to 336-289-9974. Research instruction is offered as a part of regular classes. Traditionally students will receive instruction in a freshman-level course and other research instruction sessions will take place in discipline-specific research methods classes.

#### ***Interlibrary Loan and Books on Demand***

Occasionally our students will need an item that is not found in our collection. When this happens we will borrow the item from another library via the Interlibrary Loan System. For newer items, we will purchase the item for you. “Books on Demand” is a very popular service. Students get the item quickly and we add a new resource to the collection. Students at HPU also have borrowing privileges at all of the local academic libraries. Ask at the library for more information about this service or check our website.

#### ***Media Services***

Media Services is located on the lower level of Smith Library and provides a technology computer lab with digital and video editing capabilities. Staff will help with presentations and you can check out digital equipment such as camcorders, “flip” cameras and digital SLRs. Our media collection contains CDs, popular movies for you to check out and instructional media that is used by professors to augment classroom instruction. Media Services provides a computer lab and student group study rooms and also manages two large lecture rooms for student presentations or classroom use. Access to information resources, access to our online book catalog, a listing of our online and paper copies of journals, and other general information about the library are available at the library’s web site – <http://library.highpoint.edu>.

Call with comments or concerns to 336-841-

9215 or email [hpulibraries@highpoint.edu](mailto:hpulibraries@highpoint.edu).

## Transportation

**N. College Administration Building,  
336-841-9113**

**Jeff Karpovich, CPP, Chief of Security  
and Director of Transportation  
[transportation@highpoint.edu](mailto:transportation@highpoint.edu)**

High Point University is proud to provide complimentary transportation services to our students. Service includes: Transportation for health-related needs, including trips to High Point doctors' offices and pharmacies. You may notify either the Transportation Office (336-841-9113) or the Campus Concierge (336-841-4636) when you need service.

### **Break Week – Airport Shuttle Service**

We offer a comprehensive shuttle schedule as a convenience for our students. Shuttles travel to the Greensboro/High Point, Raleigh/Durham, and Charlotte airports for scheduled academic breaks. Additionally, we provide Greensboro/High Point airport, bus, and train shuttle services every Friday and Sunday while school is in session. Please review the current shuttle schedules online at [www.highpoint.edu/concierge](http://www.highpoint.edu/concierge).

Airport shuttle fees \* :

GSO: \$20 one-way

RDU/CLT: \$40 one-way

### **\* HPU PRIDE = FREE RIDE!**

HPU will waive the airport shuttle fee when you wear HPU gear! When you wear HPU apparel, you help tell the world about the extraordinary education at High Point University. So, students who wear their t-shirt or sweatshirt outerwear that has "High Point University" printed on it will receive complimentary shuttle service.

Students who wish to take advantage of this service should submit their itinerary, at least 3 days in advance, to the Campus Concierge

at [concierge@highpoint.edu](mailto:concierge@highpoint.edu). Once your itinerary is received, you will receive an email confirmation.

### **Campus Shuttle Service**

Shuttles run seven days a week at selected intervals and serve several convenient campus locations:

- University Center
- The Village
- U-Ville (west side)
- Wilson Commerce
- North College Townhomes, Court, and Terrace
- Greek Village

Sunday – Thursday

6:55 am – 2:00 am

Friday & Saturday

6:55 am - 4:00 am

Purple Line – Serving the Village and U-Ville

Silver Line – Serving North College Terrace, North College Court and Greek Village

### **Shopping Shuttle**

A complimentary shopping shuttle service provides students with transportation to and from various retail locations in the Triad area. On Monday, Thursday, and Saturday (holidays excluded), a shuttle will depart from the University Center at 6 pm, 7pm, and 8pm. After the shuttle leaves the University Center, it will stop at The Village, and then proceed to retail outlets such as grocery stores, craft stores, discount stores, local eateries and, on Saturdays, to the area's 3 large shopping malls. For more information on the shopping shuttles, please see [www.highpoint.edu/concierge](http://www.highpoint.edu/concierge) and click "Transportation".

### **WeCar**

Students may now participate in a car

sharing program provided by Enterprise Rent-A-Car WeCar program. Car sharing is the best alternative to owning or renting a car and is ideal for college students. For a small fee, students can use a Prius or Mailbu, located right on campus. For more information about HPU's WeCar program, please see [www.highpoint.edu/concierge](http://www.highpoint.edu/concierge) and click "Transportation."

### **Inclement Weather**

In the event of approaching severe and/or inclement weather such as tornados or icy conditions, the security and emergency management departments are responsible for tracking approaching conditions and alerting the campus population to severe or potentially severe conditions. The policy of High Point University is to conduct scheduled classes, keep offices open and carry on normal college operations under conditions deemed to be reasonably safe.

The University administration may cancel/discontinue classes, close offices and cease routine operations when, under advisement from security/EM, conditions are deemed too risky. Unless notified to the contrary via any of the following notification modalities, a normal schedule shall be followed.

Security initiates several notification measures to ensure the safety and security of the campus population. Systems and outreach protocols include emergency text/voice messaging, mass email notification, website alerts and campus sirens. With the majority of our student population living on campus, security officers and the Residence Life staff, including but not limited to Resident Assistants and Resident Directors, are prepared and equipped to initiate response protocols to ensure students are informed and safe.





# HIGH POINT UNIVERSITY

## Student Rights and Responsibilities

Student Rights and Responsibilities are set forth in writing in order to give students general notice of some of their rights and responsibilities at High Point University. Additional rights and responsibilities are set forth in University publications - including the Guide to Campus Life, residence hall contracts, and bulletins. It is students' responsibility to be aware of all University rules and processes; students should seek advice from Student Life or Academic Affairs if they have any questions about the purposes or intent of University rules and processes.

Students are expected to conduct themselves in a manner that is civil and reflects openness to educational experiences. Students have a right to expect High Point University "to deliver educational experiences that enlighten, challenge, and prepare students to lead lives of significance in complex global communities" (High Point University mission). Additionally, students have a right to function in their daily activities within a safe and caring campus environment.

High Point University is firmly committed to principles of honor and ethical conduct as stated in the Honor Code and in the Conduct Code that all incoming freshman sign. By enrolling in the University, students embrace the commitment to the Honor Code and Conduct Code as well as to other University expectations and responsibilities. It is the responsibility of students to act honorably in all phases of student life and to understand student rights and responsibilities as well as procedures and consequences when their behaviors do not conform to University rules.

### Student Rights

High Point University is a community of learning that supports freedom of inquiry, freedom of thought, freedom from discrimination, freedom of expression, and much more. The University seeks to maintain and support an environment where students have rights; however, the following list of rights is not intended to be complete or exclusive.

- **Expression:** Students are able to freely examine and exchange diverse ideas in an orderly manner inside and outside of the classroom.
- **Association:** Students can associate freely with other individuals, groups of individuals and organizations for purposes that do not infringe on the rights of others.
- **Access:** Students with a disability have the right to request reasonable accommodations ensuring equal access to courses, course content, programs, services, and facilities.
- **Freedom of Discrimination:** Students can expect to participate fully in the University community without discrimination as defined by federal, state or University regulations.
- **Safe Environment:** Students have a right to learn in a safe campus community.
- **Discipline:** Students can expect discipline and sanctions for misconduct; students have a right to a hearing regarding the misconduct.

- **High Quality Resources:** Students have access to high quality resources which support intellectual, emotional and social development.
- **Counseling:** Students have access to mental wellness services and programs.
- **Grievance Process:** Students have access to established procedures for respectfully presenting and addressing their concerns or complaints to the University.
- **Learning Outside the Classroom:** Students have access to variety of activities beyond the classroom that support intellectual, spiritual and personal development.
- **Education:** Students have access to extraordinary education that includes excellent faculty, academic technology, classrooms, libraries, and other resources necessary for the learning process.
- **Personal Growth:** Students live and study in an environment that emphasizes personal growth.
- **Service to the Community:** Students have opportunities to provide service to the University community and beyond.
- **University Governance:** Students participate in the governance of the University.
- **Prompt Responses from Administration:** Students have the right to expect prompt and courteous responses from the University's academic and administrative departments.
- **Academic and Administrative Policies:** Students can expect academic and administrative policies that support intellectual inquiry, learning, and growth.

## **Student Responsibilities**

High Point University students have a responsibility to uphold the University Honor Code, Conduct Code as well as other rules and processes. When students behave contrary to University rules and processes, the University will take appropriate action.

## **High Point University Rights and Responsibilities**

In order to fulfill its mission “to deliver educational experiences that enlighten, challenge, and prepare students to lead lives of significance in complex global communities,” High Point University has the authority and responsibility to maintain order within the University and to exclude students who are disruptive of the educational experiences.

## **Procedure for Student Complaints**

On occasion, a student may complain because of dissatisfaction with something. The basis for a student's complaint may be that an act or situation is objectionable in the view of the student. High Point University provides a process for student complaints to be addressed.

The High Point University *Procedure for Student Complaints* governs complaints the student puts in writing and submits to a University official. This *Procedure* applies to all students, undergraduate and graduate. This *Procedure* ensures timely, fair, and efficient resolutions with the maintenance of individual privacy and confidentiality. This *Procedure* cannot be used to challenge the finding of the Executive Committee of the Faculty, a standing committee whose decision is final.

### ***Informal Resolution of a Complaint:***

Discussion, in many instances, can resolve a complaint. The student is encouraged to bring a problem to the person who has responsibility for the objectionable action or situation. This is merely an option for the

student and it has no bearing on the student seeking a formal solution to the problem through the involvement of University officials.

***Formal Resolution of a Complaint:***

When students seek the formal intervention of University officials, they must submit a written complaint to the Dean of Students in the Office of Student Life, 3rd Floor, Slane University Center, 336-841-9231. Because a student complaint can touch any aspect of the University, the Dean of Students is the appointed University official to guide all written student complaints.

***Student Complaint Form:*** A student completes a *Student Complaint* form (which is available on Blackboard Community page) and submits it to the Dean of Students. The *Student Complaint* form should be submitted immediately, if possible. The complaint must be submitted by the end of the semester in which it arises because this will ensure the availability of all parties involved in the complaint. When completing the *Student Complaint* form, the student is expected to write about each of the following factors as it relates to the complaint:

1. The specific action or decision involved in the complaint;
2. The consequences of the action or decision;
3. What resolution is being sought or desired; and
4. Why the desired resolution should be granted

***Facilitator of a Written Complaint:***

The Dean of Students reads the complaint and determines if it should be directed to a more appropriate University official and/or office and advises the student accordingly. Some of the officials for handling complaints include the ones listed below.

- **Athletics & NCAA Violations**  
Athletic Director  
Steele Center
- **Computer Services**  
Vice President for Technology  
Norcross Hall
- **Dining Services**  
Steve Potter  
Director of Facility and Auxiliary Services  
N. College Administration Building
- **Disability Support**  
Coordinator of Disability Support  
4th Floor, Smith Library
- **Discrimination**  
Dean of Students,  
Slane University Center  
Director of Human Resources  
Roberts Hall
- **Facilities**  
Steve Potter  
Director of Facility and Auxiliary Services  
N. College Administration Building
- **Financial Aid**  
Director of the Office of Financial Aid  
Roberts Hall
- **Parking**  
Chief of Security  
North College
- **Residence Life**  
Senior Director of Student Life  
Slane University Center
- **Sexual Harassment**  
Student to Student:  
Dean of Students  
Slane University Center  
Student to Faculty/Staff Member:

Director of Human Resources  
Roberts Hall

- **Student Accounts/Billing**  
Director of Student Accounts  
Roberts Hall
- **Student Conduct Code Violation**  
Dean of Students  
Slane University Center

**Timeline for Responding to a Complaint:**

The appropriate University official responds to the student complaint, generally, within 10 business days following the receipt of the written complaint.

**Maintenance of Student :** The signed copy of the *Student Complaint* form is maintained in the office of the Dean of Students.

**Appeals**

Students have the right to question a decision based on faculty approved policies and made by faculty or administrative staff. Any appeal must be based on evidence that a factual or procedural error was made or that some significant piece of information was overlooked. All appeals must follow the outlined procedures in order to receive fair consideration.

**1. Classes of Appeal**

- a. **Appeal of administrative action:** A student may appeal to the Executive Committee of the Faculty a decision of the Provost or the Dean of Students after all other prescribed appeal procedures have been exhausted. The Executive Committee is composed of the Vice President of Community Relations, a minimum of three administrative staff officers, and four faculty members. The decisions of the Executive Committee will be considered final and become effective upon ratification by the Chair.

- b. **Grading decision:** Students who wish to appeal a grade awarded by a faculty member should discuss the matter first with the faculty member. If a satisfactory conclusion of the question is not reached, a student may appeal the matter to the department chair. The decision of the department chair is final.

**2. Time Limitations** Appeals of grades or administrative action by a student must be made within ten working days of the time that the action is made known to the student by the appropriate officer. If the University is not in session at the time the decision is made, the time limitation will begin at the start of the next regular session (fall or spring).

**3. Format of Appeals** All appeals must be made in writing to the appropriate officer. A basis for the appeal must be clearly stated, and evidence in support of the appeal must be included in the appeal. Appeals directed to the Executive Committee should be addressed to the Vice President of Community Relations, who serves as chair of the Executive Committee.

Forms are found on Community Blackboard (General forms & manuals).



# Academic Policies & Information

## Academic Advisers

Each student is assigned an academic adviser according to their major. Adviser/Advisee is a cooperative relationship with specific responsibilities and obligations listed on the academic advising website, [www.highpoint.edu/academics/advising](http://www.highpoint.edu/academics/advising). Advising is a developmental process that assists you in the clarification of your life/career goals and in the development of educational plans for the realization of these goals. It is a decision-making process that assists you in realizing your maximum educational potential through communication and information exchanges with an adviser. Advising is ongoing, multifaceted, and is the responsibility of both the student and the adviser. The adviser serves as a facilitator of communication; a coordinator of learning experiences through course and career planning and program progress review; and an agent of referral to other campus services as necessary. You are highly encouraged to contact your adviser and be proactive about making assertive decisions in regards to your educational plan. Because ultimately it is your education, your educational plan [courses selected, scheduled, etc.] is your responsibility and of utmost responsibility. Numerous resources exist on campus to help you make important academic decisions!

Should you wish to change advisers or your academic program [major, add a minor, etc], please see Dr. Allen Goedeke in the Office of Academic Development, 401 Smith Library, for assistance.

## Summary of Computing Rights and Responsibilities

You are granted access to our wireless and wired network without restriction. Through this connection you will gain access to all High Point University electronic resources except the software systems and services that are relevant to the internal functionality of the university. You will also be given unfiltered access to the Internet.

You are permitted to use our electronic infrastructure and materials for educational purposes only. All internal or external illegal practices including illegal digital record access, break-in attempts, password sharing, illegal music sharing, illegal video sharing, unauthorized usage of copyrighted materials or any activity threatening the stability of our network and services will be addressed with an escalating restriction of access. The High Point University Information Technology Office reserves the right to remove access from users to its network prior to proper investigation in order to protect the integrity of our data, maintain security and to guarantee service continuation.

## Software Duplication and Use Policy

All students acquiring software through High Point University are bound to the copyright and licensing agreements put forth by the original software vendor.

## Family Educational Rights and Privacy Act

FERPA is a Federal law designed to protect the privacy of education



records. It also provides guidelines for appropriately using and releasing student education records. It is intended that students' rights be broadly defined and applied. Therefore, the student is considered to be the "owner" of his or her education record, and the institution as the "custodian" of that record. The only instances where FERPA privacy regulations can be waived is in circumstances where students pose a threat of harm to self or others.

If you or your parents have questions regarding release of information, please notify the University Registrar, Diana Estey, [destey@highpoint.edu](mailto:destey@highpoint.edu), 336-841-9205 or visit [www.highpoint.edu/registrar](http://www.highpoint.edu/registrar).

### **Experiential Learning**

Experiential Learning provides students with a rich array of opportunities to apply their knowledge and skills outside the traditional classroom. High Point University offers a comprehensive program, including service learning, study abroad, Study America, domestic and international internships,

career counseling, and student-faculty collaborations on research or creative works. These programs are designed to stimulate students to think critically, reflectively, and creatively, while also cultivating their abilities as leaders, innovators, and responsible citizens. The Office of Experiential Learning is located on the third floor of the Slane Student Center: [explearn.highpoint.edu](http://explearn.highpoint.edu).

### **Service Learning**

Students participating in service learning-designated courses will apply theory to practice in examining real-world situations and circumstances. Students will have opportunities to define problems and draw attention to inefficient processes within a particular content field as well as propose steps to reduce the impact of an issue or resolve a concern. Students interested in service learning opportunities should contact Dr. Joe Blosser, [jblosser@highpoint.edu](mailto:jblosser@highpoint.edu), or 336-841-9337.

### **Full-semester and Summer Study Programs**

As globalization continues to blur geographic and cultural boundaries, a new world has begun to emerge. The faculty at High Point University believes that global awareness and understanding are essential parts of higher education for today's student. Therefore, the university encourages students to engage in some form of cultural broadening program beyond the campus of the university.

To assist with this cultural broadening experience, the university has established ties or affiliations with several institutions of higher education in order to provide a variety of programs for study abroad during the semester and summer. Study programs are open to appropriate prepared students from all academic disciplines. Applicants for study programs undergo a rigorous screening process. Selection criteria include

academic achievement, evidence of ability to work and function independently and in unfamiliar surroundings, and evidence of mature and responsible behavior.

Students wishing to participate in a study program must meet the minimum academic requirements, including minimum GPA and number of credits earned. They also must be in good disciplinary standing with the University. Other limitations may apply. Contact the Office of Experiential Learning for details.

Throughout the academic year, the Office of Experiential Learning hosts interest sessions to familiarize students with the programs offered by High Point University as well as those available through unaffiliated programs. Students should begin planning for an off-campus study experience early in their academic program. The Office of Experiential Learning is located in the Slane Student Center. For more information about full-semester or summer study programs, go to <http://explearn.highpoint.edu> or call 336-841-9280.

### Short-term & Faculty-led Study Programs

HPU Unleashed! makes available a number of short-term, faculty-led study programs, both in the U.S. and abroad, where students and faculty travel together to exciting destinations to examine course content in depth and on site. Short-term study programs last ten days to four weeks and are open to all qualified students with at least sophomore status. Such short-term opportunities are ideal for student athletes, Evening Degree Program students, students with limited travel experience, and other students who do not want to spend a full semester away from High Point University.

These programs change regularly in order to provide a variety of relevant study experiences for our students and faculty. Short-term study programs may travel domestically or internationally at the following times: May Term, Summer I, Summer II, fall break, winter break, or spring break.





### **Foreign Language Study Abroad Programs**

Students who wish to study foreign language while studying abroad may participate in either full-semester, summer, or short-term, options. Full-semester programs are available in French, German, Italian, Japanese, Russian, and Spanish. Shorter programs are available in Arabic, French, German, Italian, Japanese, Portuguese, Russian, and Spanish.

### **Career and Student Internships**

Located on the third floor of the Slane Student Center, the Office of Career and Internships Services assists students with a comprehensive range of services designed to help students explore, prepare for and implement their career goals. Services include career counseling, interest inventory administration, assistance with major/minor selection, international and domestic internships, guided career research and career decision-making. Students also may receive assistance with the graduate/professional school selection and application process as well as the development and implementation of a comprehensive internship job search strategy.

The Office of Career and Internship Services provides workshops on the following topics among others: Writing a Dynamic Resume, Self-Branding and a Professional Image, Searching for a Top-Notch Internship, The Art of Cultivating

a Network of Contacts and Mastering the Interview Process. College Central Network ([www.collegecentral.com/highpoint](http://www.collegecentral.com/highpoint)) and career & information fairs allow students to explore and connect with potential internship hosts and employers. You are encouraged to visit the Office of Career and Internship Services starting in your freshman year. Only through effective and long-term planning can a student properly prepare for an internship, full-time position, or graduate program.

Students are encouraged to complete an internship. The experience will provide you with an overview of an off-campus organization related to the intended career; allow you to assess potential career aspirations; guide you upon returning to the classroom in selection of applicable courses to further career intentions; and bridge in-classroom learning and out-of-class work experience.

For qualifying information or to apply for an internship, consult the Undergraduate Bulletin or contact the Office of Career and Internship Services at 336-841-9025 or [jobs@highpoint.edu](mailto:jobs@highpoint.edu).

### **Undergraduate Research and Creative Works**

Students are encouraged to collaborate with faculty on viable research or creative projects. Students benefit from the experience by making an original contribution to the discipline that reaches beyond the traditional curriculum. Research in the sciences may involve application of a theory, inquiry into a phenomenon, or search for an explanation, while projects within the arts and humanities may result in a gallery presentation or published creative writing. Students interested in research or creative works opportunities should contact Dr. Joanne Altman, [jaltman0@highpoint.edu](mailto:jaltman0@highpoint.edu) or 335-841-9613



Choose to be extraordinary!

High Point University  
HPU  
Choose to be extraordinary!

HIGH POINT  
HPU  
UNIVERSITY

HIGH POINT  
HPU  
UNIVERSITY

# Student Organizations

## Student Organizations

University students have an opportunity to join and select membership in more than 90 organizations. The university offers academic, social and student government opportunities for all students. Additionally, there are honor societies that are by invitation based on high academic achievement and excellence.

All campus organizations, including campus media outlets, seeking media coverage (television, print, radio, etc.) for events or other stories must contact the university's media liaison at [press@highpoint.edu](mailto:press@highpoint.edu) for the handling of press releases and other communication with media contacts.

The Campus Activities Team (CAT) is an integral part of planning many of the campus activities for all residential students. This is a student advisement group that assists the Office of Student Activities. Students serve in officer roles that take part in the decision making and logistics associated with these large venue activities. This organization is one of the largest on campus and membership is encouraged throughout your college years.

## Academic Organizations

American Chemical Society  
Art Club  
Biology Club  
Business Students Association  
Entrepreneurship Club  
Exercise Science Club  
French Club  
Health Occupation Students of America (HOSA)  
History Club  
Home Furnishings  
Investment Club

Operation Smile  
PE Majors Club  
Political Science Club  
Public Relations Student Society of America  
HPU Sports Link  
Sociology and Anthropology Club  
Spanish Club  
Sports Medicine  
Teachers of Tomorrow

## Honor Societies

**Alpha Chi.** Invites membership to those juniors and seniors who have excelled in academic performance.

**Alpha Kappa Delta.** Recognizes excellence for students who are majoring in sociology.

**Alpha Phi Sigma.** Recognizes excellence for students who are majoring in criminal justice.

**Alpha Psi Omega.** National Theatre Honor Society. Honor society recognizing participants in collegiate theatre.

**Beta Beta Beta.** Invites membership to Biology majors or minors with excellence.

**Delta Mu Delta.** Invites membership to those students who excel and are majoring in business.

**Kappa Delta Pi.** Invites membership to those students who excel and are majoring in education.

**Lambda Pi Eta.** Invites membership to those students who have excelled in academics in communication discipline.

**Odyssey Club.** An organization comprised of students who belong to the Honors Program. It is an opportunity for Honors students to participate in a variety of social events with each other.

**Order of Omega.** Recognizes scholarship, leadership, service, and academic merit to those individuals also belonging to a fraternity or sorority organization.

**Phi Alpha Delta.** Pre-law student club that will assist students with regards to law school application.

**Phi Sigma Iota.** Recognizes students who have made significant contributions toward furthering international awareness and who have demonstrated excellence in foreign language study.

**Phi Sigma Tau.** Recognizes students who have demonstrated high scholarship and personal interest in philosophy.

**Phi Theta Kappa.** Designated for transfer students who have received this honor at their two-year institution.

**Psi Chi.** National Honor Society in Psychology, recognizing students who have demonstrated excellence in scholarship and in advancement in the field of psychology.

**Sigma Tau Delta.** Recognizes students who have excelled as an English major.

**Theta Alpha Kappa.** Recognizes students who have excelled in Religious Studies.

### Political Organizations

College Democrats  
Society for History and Political Awareness  
College Republicans

### Religious Life & Organizations

Hayworth Chapel is open weekdays for personal devotion and development of faith and values among faculty, staff and students. Ecumenical services are held





inspirational activities.

**Delta Iota Alpha.** An organization dedicated to uplifting the Christian spirit on the campus of High Point University. Brothers of Delta Iota Alpha are committed to the improvement of their lives, the university, and the community through the love of Jesus Christ.

**Genesis Gospel Choir.** Invites those students who are interested in gospel performance and is student led.

**The Association of Jewish Students.** A student organization whose goal is to provide the Jewish students of HPU with the opportunity to meet other Jewish students through both religious and social activities. It is a Hillel organization, and Jewish students can participate in all national and state Hillel programs and events. Students attend Shabbat services, celebrate major holidays, and have joint events with Jewish students attending various universities from all over the Southeast. The AJS welcomes students from all movements of Judaism and people from other faiths who are interested in learning about Judaism.

**Team United (formerly Fellowship of Christian Athletes (FCA).** Invites students to join who want to develop both physically and spiritually.

**Young Life College.** Membership is open to all university students and is an opportunity for students to come together who want to nurture, guide and encourage their Christian beliefs.

### Service Organizations

**Alpha Phi Omega.** A co-educational national service fraternity. This organization affords college students an opportunity to provide service to

weekly and open to all students. The Dean of the Chapel is responsible for campus-wide religious activities and is available by appointment for personal counseling (x9241). The weekly worship services are student-centered and students may enroll in these one-hour-credit courses and receive academic credit toward graduation requirements.

**Alpha Delta Theta (sorority).** A Christian service sorority that enables women on campus to enrich their spiritual lives and develop ideas within the context of Christian fellowship. In addition, the organization serves the campus and the community.

**Board of Stewards.** The Board of Stewards assists the Dean of the Chapel in organizing and implementing the programs and activities of Hayworth Chapel. Four stewards are selected during their freshman year by returning members of the Board of Stewards and serve for the remainder of their college careers. Scholarship assistance is provided to Board members during their senior year. Freshmen who wish to be considered should so indicate during the first week of their freshman year.

**Campus Crusade for Christ.** An informal religious gathering of Christian students, who hold meetings to provide support on campus that include bible study and other

their campus, their community and their nation. The pillars of Alpha Phi Omega are leadership, friendship, and service.

**Big Brothers Big Sisters.** This organization makes meaningful, monitored matches between adult volunteers (“Bigs”) and children (“Littles”), ages 6 through 18, in communities across the country. Positive relationships are developed that have a direct and lasting effect on the lives of young people in the High Point community.

**Circle K.** Provides opportunity for students to serve the institution as well as the greater community. The organization works closely with the local Kiwanis Chapter.

**Civitan.** Devoted to improving the lives of children and adults with developmental disabilities.

**Habitat for Humanity.** Offers an opportunity for students to work with the local HFH affiliate to build houses that are in progress.

**Rotaract.** “Rotary In Action” addresses the community’s physical and social needs while promoting international understanding and peace through a framework of friendship and service.

**Volunteer Center.** Through the Volunteer Center, High Point University students have an opportunity to get involved in short-term service projects on the HPU campus and in the greater High Point Community.

### Special Interest Groups

Black Cultural Awareness (BCA)  
Black Script (literary publication)  
Campus Chronicle  
(university newspaper)  
Dance Team  
Debate Club  
HPU Radio

HUUG (High Point Unix Users Group)  
Ian Somerhalder Foundation  
Inter-Fraternity Council (IFC)  
International Club  
Inter-Residence Council  
Japanese Animation Club  
National Society of Leadership & Success  
Operation — Yellow Ribbon  
Outdoor Activities Club (OAC)  
Paintball Club  
Panhellenic Council  
Panther Pictures  
The Panther’s Den  
Petal Points (Female A Cappella group)  
Philosophy Club  
PRIDE  
Students for Environmental Awareness  
Toccatones (Male A Cappella group)  
To Write Love On Her Arms (TWLOHA)  
Tower Players  
Ultimate Frisbee Club  
Videogame Club

### Greek Organizations

Fraternities and sororities are an integral part of university life. These organizations promote and engage students through leadership, academics, community service and friendship. First-time students may not participate in recruitment until the Spring semester of their freshman year. To participate in recruitment and the new member process, students have attained at least a 2.5 GPA, have completed 12 credit hours, be enrolled as a full time student, and may not be on disciplinary probation. Each organization may have additional requirements to be considered for membership.

Informational sessions occur throughout the Fall semester. Recruitment for both the Panhellenic and Interfraternity councils is held in January. Students must be cleared for academic standards set forth by each organization.

High Point University prohibits hazing by all students and campus organizations. Hazing is contrary to the institutional values and goals of High Point University and is a criminal offense in the State of North Carolina and will not be tolerated. If hazing occurs, disciplinary action will be taken against the individual(s) involved, and/or the organization. Any organization found responsible of hazing will be placed on probation or withdrawn from the university.

Definition – any action or situation that involves potential members or new members that jeopardizes the student’s psychological, emotional or physical well being regardless of the person’s willingness to participate. Examples include but are not limited to:

- Subtle hazing – behaviors that emphasize a power imbalance between potential/new members and other members of the group or team.
- Harassment hazing – behaviors that cause emotional anguish or physical discomfort in order to feel like a part of the group. Harassment hazing confuses, frustrates, and causes undue stress to the potential/new members
- Violent hazing – behaviors that have the potential to cause physical and/or emotional psychological harm.

The State of North Carolina defines hazing in N.C. Statutes 14.35 – 14.36 as “to annoy any student by play abusive or ridiculous tricks upon him; to frighten, scold, beat or harass him, or to subject him to personal indignity.” Any violation constitutes a Class 2 Misdemeanor. State law requires that the faculty or governing board of a college or school to expel any student convicted of hazing in court.

To report hazing behaviors, please contact

the Office of Student Life at 336-841-8231.

## **Standards For Fraternities & Sororities**

Fraternities and sororities promote and engage students through leadership, academics, community service, and friendship. These standards are designed to provide a clear expectation of what it means to be a fraternity or sorority at High Point University.

Chapters and individual members should strive to obtain the spirit of these standards in all their actions. Chapters that fail to meet these standards may face administrative sanctioning or be subject to the judicial committees of their governing councils.

## **Guidance**

Greek organizations cannot be successful without help. Having guidance is key to being a successful organization.

- Chapters are expected to have an active chapter adviser.
- Chapter leadership is expected to maintain communication with the Office of Student Life, specifically the Greek Life staff.
- Chapters are expected to communicate with their national headquarters.

## **Representation**

Greek organizations are to represent their letters and the University at all times in a positive manner both on and off campus.

- T-shirts, party themes banners, and other Greek Gear should be in alignment with chapter values.
- The chapter house should be kept clean and be a good representation of the chapter.

## Education

Greek organizations provide an important educational component of the High Point University experience. Greek organizations are an opportunity for leadership development, social development, and understanding social responsibility.

- Chapters are expected to participate in educational programming provided by the Office of Student Life.
- Chapters are to educate their new members on the values and history of their organization. Chapters are to educate their members on risk management policies of their organization and the University.

## Extracurricular

Greek Organizations should be active members of the campus community and the greater High Point community.

- Encourage members to be active in campus activities.
- Chapters should be actively involved in local community service and philanthropy.

## Knowledge

Greek organizations should encourage high academic standards.

- Members are expected to be actively involved in the classroom.
- Chapters should provide resources to help members that may be struggling.

*Greek Organizations with active chapters are:*

### Interfraternity Council (IFC)

**Organizations:** Beta Theta Pi (New 2012-2013), Delta Sigma Phi, Kappa Sigma, Lambda Chi Alpha, Pi Kappa Alpha, Pi Kappa Phi

**Panhellenic (NPC) Organizations:** Alpha Chi Omega, Alpha Gamma Delta, Kappa Delta, Phi Mu, Sigma Sigma Sigma, Zeta Tau Alpha

### National Pan-Hellenic Organizations:

Kappa Alpha Psi Fraternity, Inc.  
Alpha Kappa Alpha Sorority, Inc.  
Delta Sigma Theta Sorority, Inc.  
Zeta Phi Beta Sorority, Inc.



## Sports and Recreation

High Point University Recreation Services (HPURec) offers a variety of fitness, wellness and athletic opportunities for all students. The Slane Student Center is home to the HPURec Office, the Fitness Center, Group Exercise classroom, and multi-purpose basketball court. The Maynard Pool and Spa at Slane is available for you to enjoy during the warmer months. Students can enjoy swimming and racquetball in the Millis Athletic/Convocation Center. There are numerous intramural fields, sand volleyball, and outdoor basketball courts around campus.

### HPU Challenge Course

The HPU Outdoor Discovery Program includes a dynamic Challenge (Ropes) Course located at the HPU Estate, a 20-acre country retreat located just minutes from campus. The Challenge Course is designed to develop communication and leadership skills through a series of demanding high and low ropes components. The course also features a 500-ft. zip line, 40-ft. rock climbing wall, and a series of hiking trails. Complimentary transportation to the HPU estate is provided through the HPU Rec office.

### HPURec Contact:

- Guest Service Desk: 336-869-9732
- E-mail: [rec@highpoint.edu](mailto:rec@highpoint.edu)
- Web site: [www.highpoint.edu/hpurec](http://www.highpoint.edu/hpurec)

### HPURec Hours of Operation:

- Monday - Friday: 7 a.m. - midnight
- Weekend: 8 a.m. - midnight

### Millis Athletic/Convocation Center Pool Hours of Operation:

- Monday - Thursday: 3 p.m. - 7 p.m.
- Saturday & Sunday: 2 p.m. - 4 p.m.  
(Hours may vary depending upon class schedule)

### Intramural sports/HPURec Events:

- 7v7/4v4 Flag Football
- Outdoor/Indoor Soccer
- Outdoor/Indoor Volleyball
- 3v3/5v5 Basketball
- Ultimate Frisbee
- Single/Double Racquetball
- Single/Double Tennis
- Softball
- Midnight Madness Basketball
- Alumni/Family Weekend 5K Run
- Indoor Panther Man Duathlon
- All-Rec Team Fit Challenge
- And More....

### Club Sport Teams

Additionally, students have the opportunity to join club sport teams that compete against club teams from other colleges and universities. These clubs include:

Baseball  
Equestrian  
Men's & Women's Basketball  
Men's & Women's Golf  
Men's & Women's Lacrosse  
Men's & Women's Soccer  
Men's & Women's Swimming  
Men's & Women's Tennis  
Men's & Women's Volleyball  
Men's Ice Hockey  
Rowing  
Running  
Women's Field Hockey  
Women's Softball  
Ultimate Frisbee

If interested in participating in club sports, contact Mike Tuttle, 336-841-4518.

# Student Government

The Student Government Association (SGA) serves as the primary link between the students and the faculty and the administration of the university. The purpose of SGA is to facilitate student involvement and to formulate and carry out policies that meet the needs of the student body. The Dean of Students is the adviser to SGA. The President of the SGA participates in open sessions of the Board of Trustees and serves as ex officio on the Student Life Committee of the Board. All meetings of the Student Government Association are open to all students, except when judicial hearings may be closed.

## Responsibilities and Requirements of Chartered Organizations

Chartered organizations must have purposes consistent with the *Mission of the University*, the *Statement of Goals and Objectives for Educational Support Services and Campus Life*, and *The Book of Discipline of The United Methodist Church*. Such organizations may exist for a variety of purposes, including, but not limited to the following: academic; athletic; honorary; service; social; special interest; professional; religious.

**Rights.** Organizations, once chartered, become *de facto* members of the Student Government Association and enjoy the following privileges:

- membership, with vote, in the Student Senate of the Student Government Association;
- the right to submit requests for funding to the Student Senate during the budgeting process, subject to conditions enumerated in the constitution and bylaws of the Student Government Association;
- the right to submit bills requesting *ad hoc* funding to the Student Senate of the Student Government Association.

**Responsibilities.** Chartered organizations have the following responsibilities:

- to be regularly represented at meetings of the Student Senate of the Student Government Association;
- to be open to all members of the student body without respect to age, gender, creed, disability, race, religion, or national origin unless such organizations are specifically exempted by Title IX – with the understanding that such responsibility does not preclude the right of an organization to establish academic and other requirements for membership where such requirements do not discriminate in areas indicated *supra*;
- to remain active;
- to advise the Dean of Students whenever new officers are elected;
- to coordinate organizational activities with the Director of Student Activities and Dean of Students;
- to maintain a record of community service contact hours performed and fundraising efforts in support of organizational activities and to submit a copy to the Dean of Students at the end of each semester;
- to designate an Alcohol Education Officer if alcohol will be available at any off-campus event;

- to conform to guidelines governing the availability of alcohol at off-campus events and completing appropriate forms;
- to remain in compliance with university codes and regulations;
- to adhere to the Membership bi-laws of the Student Government Association.

*Once decisions are confirmed, the Vice President for Student Life will advise the Student Government Association that a new organization has been chartered; the Student Government Association will add the name of the organization to its list of members; and the representative of the organization shall be recognized at meetings of the Student Government Association.*

**New Charters.** Students who wish to seek charters for new organizations should submit the following information to the Dean of Students for consideration:

- a letter descriptive of the purposes of the proposed organization;
- a draft of a proposed constitution that includes, but that is not necessarily limited to, information descriptive of membership, officers, bylaws, and dues;
- the name of the faculty and/or staff adviser(s);
- a list of at least 15 persons who are interested in becoming members of the proposed organization;
- evidence that the new organization does not weaken existing organizations by unnecessarily proliferating organizations similar in type, e.g., Greek, choral, religious, service;
- evidence that the goals of the proposed organization are consistent with the *Mission of the University*.

**Loss of Privileges.** In the event that actions of a chartered organization or representative members thereof are not consistent with the responsibilities of chartered organizations, the Vice President for Student Life, Dean of Students, or the Student Life Committee may withdraw the charter of the organization, temporarily suspend the charter of the organization, or impose other sanctions, either directly or in consultation with the Student Life Committee.

**Non-Chartered Assembly.** In addition to chartered organizations, the Vice President for Student Life and/or Dean of Students, at her/his discretion, may allow other groups of students to use campus facilities and to advertise their programs and activities. Actions and activities of such groups should be consistent with responsibilities delineated for chartered organizations. Absent such responsibility, the Vice President for Student Life and/or Dean of Students may withdraw the authorization to use campus facilities, to advertise programs and activities, or to receive SGA funding.

*The Student Life Committee shall review each request for a charter and shall render an opinion regarding the issuance of said charter. All charter proposals must be submitted by the first Friday following Spring Break to be considered for that academic year. Opinions of the Student Life Committee are subject to approval of the Vice President for Student Life. Decisions of the Dean of Students are subject to confirmation by designated representatives of the Board of Trustees.*

**Finances.** Although campus organizations are expected to be self-supporting, only chartered organizations may request funding from the Student Government Association, subject to the conditions listed below.

**Student Government Appropriations.** Chartered organizations may request funding from the Student Senate of the Student Government Association,

subject to conditions enumerated in the constitution and bylaws of the Student Government Association, either during the regular budgeting process or by submitting bills on an *ad hoc* basis. Such distributions must be approved by the Dean of Students.

Although only chartered organizations may submit requests for funding to the Student Government Association during the regular budgeting cycle of the preceding semester, other groups of students may submit bills for funding on an *ad hoc* basis during the semester of the projected use.

**Accounts.** Any group of students, whether chartered or not, that receives funding from the university, including the Student Government Association, must maintain those funds in university accounts.

**Audits.** Organizational accounts will be audited annually as a part of the institutional auditing process.

**Expenditures.** All organizational expenditures must be authorized by signature of the adviser of the organization.

**Indebtedness.** Neither the Student Government Association nor the university is liable for debts incurred by an organization. Should an organization have outstanding debt that is absorbed by SGA's operating budget, that organization will be in bad standing and not eligible for additional funding until the debt is cleared and SGA is reimbursed.

**Reversion of Property.** Where property is purchased primarily as a result of an appropriation from the Student Government Association, such property shall be considered the property of the Student Government Association and shall be returned to the Student Government Association upon vote of the Student Government Association or upon dissolution of the organization.

**Reversion of Funds.** Groups who receive appropriations from the Student Government Association must spend those monies for purposes consistent with the original requests for funding by the end of the semester for which the funds were received unless a specific exception is made by the Student Senate. The Student Senate, at its discretion, may review the use of any appropriations and require funds to be returned to the Student Government Association if it becomes evident that they were not expended for purposes consistent with the original request for funding by the end of the semester in which the funds were received.

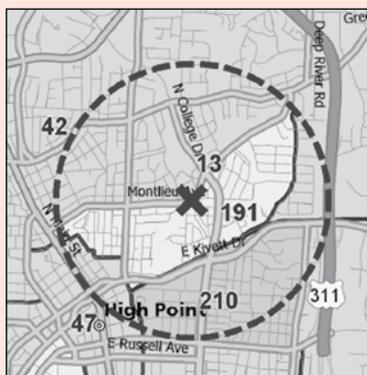
**Contracts.** Any contract that is entered into by any organization, including the Student Government Association and its agencies, whether chartered or not, which involves the expenditure of any university funds amounting to more than \$500, including monies derived from the student activities fee, must be endorsed by the Dean of Students. Such contracts ordinarily should be presented to the Dean of Students at least 30 days prior to the scheduled event.



# Residential Housing

At High Point, campus life encourages wholeness and student development and wants to empower students by creating a strong sense of self, both in the classroom and in the residential environment. All students with fewer than 96 credit hours (92 credit hours for students prior to 2010 academic catalog) and who do not live with their parents are required to live on campus.

Every national study of academic success supports the position that the residential environment enhances student development and encourages continuation and graduation from college. Seniors who request permission to live off campus must have their address approved and live outside a one-mile radius of campus. Additionally, High Point University is proud to be a Tobacco-Free community, and the use of tobacco products is prohibited.



The foundation of the university community is residential life. In a typical year, two-thirds of the entering freshmen come from states other than North Carolina; one-third, from more than 500 miles away. As a result, our campus is one that is residential and an active campus community at all times. We are committed to a positive and nurturing living experience. Our door is always open to our students when there are concerns or issues that need positive resolution.

## Hall Amenities

All residential halls are fully furnished, air conditioned, and provide wireless Internet access. Basic cable is provided in each student room and if students wish to extend their services, they may seek service with a local provider. Each room provides free access to the university library catalog and to the Internet. Students receive access to free laundry facilities in their residential buildings.

## Housing Sign-ups

All returning students may participate in the housing lottery system the February prior to the Fall semester; housing deposits of \$750 are due by February 15. In order to participate in the online room reservation lottery, the student must have submitted their deposit. The Office of Student Life will publish all housing rules for the online

room reservation process during the fall semester. The online room reservation will be made available in the month of March for currently enrolled students. Housing deposits are only refundable through May 1 of the spring semester, and your request must be made in writing and should be addressed to the Senior Director of Student Life Ms. Erica Lewis (elewis@highpoint.edu). Students who are not registered for classes by May 1st will lose their housing assignment for the future fall semester. Also, any student who is academically ineligible at the close of the Spring semester, will lose their fall housing assignment.

## Residential Staffing

Resident Directors (professional staff) and Resident Assistants (students) live in each residential area and collaborate with residents to create an environment that is conducive to

living and learning. Collectively, these staff members provide hall operations, counsel students, enforce university policies and regulations, promote hall programs and activities and most importantly, serve as your key resource person. Your Resident Director and Resident Assistant reside in each residential area to be your advocate and the person who can help at all times.

**Hall/Floor Meetings.** The quality of residential life is contingent upon shared information and facilitation. Therefore, halls or floors will meet periodically to discuss issues relative to your residential living area. Attendance at scheduled meetings is mandatory. Failure to attend a scheduled meeting will result in a fine. If you cannot attend a scheduled meeting, please alert your Resident Director immediately. Absences ordinarily will be excused when you have an emergency or scheduled work situation.

### **Responsibilities of Roommates**

By its very nature, a university residence hall is not a private place, and this is especially true of the room that you share with a roommate. You will want to treat your roommate as you would want your roommate to treat you. Your actions should enable your roommate:

- to read and study without unreasonable noise or distraction;
- to sleep without undue disturbance;
- to restrict the use of personal property;
- to be secure at all times;
- to live in a clean and orderly environment;
- to access the room and its facilities without pressure from the roommate;
- to enjoy privacy of information;
- to host guests, provided both the

host and the guest(s) respect both the rights of the roommate and university regulations;

- to live without physical or emotional harm, including intimidation;
- to access information technologies, including the telephone and Internet, in a cooperative manner.

### **Roommate Solutions**

You may have come to our campus having never shared a room with someone else. Being a good roommate and enjoying living with a roommate will depend upon your ability to listen, to communicate, and to compromise. As with any relationship, conflicts will arise. We encourage you to directly communicate your concerns and needs to your roommates or suite mates. Over the years, it has been our experience that those roommates who lay the groundwork early and respect each other's rights to privacy and to reasonable socialization tend to experience roommate life positively. First-year students will be required to develop a roommate agreement in the first weeks of school in order to prevent and be proactive toward potential conflicts. Each student's Resident Assistant will guide them through this agreement. Upperclass students are not required to develop a formal agreement, but we suggest that everyone consider the idea, particularly if this is the first time that you have lived together. If you and your roommate experience difficulties living together, we suggest that you seek assistance with your Resident Assistant and Resident Director. When you discuss the issues and there is not a resolution to the concerns, please seek immediate assistance with the Resident Director. If a change of residency is required, the Resident Director will work with the Coordinator of Housing and/or the Senior Director of Student Life to make the necessary changes.

## Check-in/Check-out

Students living in university residence halls must complete designated check-in and check-out procedures. Upon check-in, you will be expected to sign a *Room Condition Report* verifying the condition of your room. Before signing the form, you should verify the information described therein and indicate discrepancies, if any, to your Resident Assistant or Resident Director. Once you have signed the form, you are responsible for changes in the condition of your room. Any renovations or additions must be approved, in advance, by the Resident Director. You may not alter furniture (e.g., with nails or bolts) or move furniture from the room/building. If you violate these guidelines, you will be assessed charges and/or fines, which may include the cost of replacement.

**Keys.** Upon check-in, you will be issued a key to your room and you will officially acknowledge financial responsibility for lost keys, including the cost of replacement and a related fine. **Under no circumstance should university keys be duplicated except by university personnel.**

**Security of Rooms.** You should never leave your room unlocked or unattended. Should you lock yourself out of your room, contact a Resident Assistant or Resident Director. High Point University Passports will be programmed to permit access to the assigned residence hall.

**Security of Buildings.** Although there are no curfews, residence halls are locked 24 hours. Students who prop open external doors to residence halls or who otherwise violate the security of residence halls will be fined and referred to the Director of Judicial Affairs, who may impose additional sanctions. Because copying or transferring the key to your residence hall jeopardizes the safety of all residents, such actions may result in the loss of housing privileges.

**Rooms.** Only students who have requested university housing and who have been assigned a room by the Office of Student Life may live in a university residence hall. Assignments will be made only to students who follow established procedures. Assignment assumes that you will be enrolled in 12 credit hours, or more, throughout the semester. Each student receives a one-time exception to remain in campus housing below 12 credit hours. Part of the exception requires the student to meet with a counselor from the Counseling Staff. Failure to comply with the counseling requirement will result in a sanction.

**Housing Contract.** Students residing in university housing are required to sign a housing contract, which expires within 24 hours of withdrawal from the university or semester completion, except that earlier closing times may be announced at the end of a semester and in cases where the student is excluded from campus. Residence halls are closed during official breaks. However, if a resident needs an exception to this policy, please notify the Office of Student Life.

Candidates for graduation and others participating officially in commencement exercises may remain in residence halls until graduation, but other students, including students remaining to attend graduation exercises or to participate in programs or activities not related to graduation, may not remain in residence halls during this period.

**Wellness Living.** Wellness living provides students, by request, a substance free environment that is quiet 24/7. Any student that elects to reside in this residential community must agree to abide by the requirements of living. If students are found with substances regardless of age, or are found to be contributing to noise issues, will lose the privilege of living in that community.

*Housing contracts may be canceled by the Office of Student Life for behavioral reasons or as a result of excessive university property damage. In the event of dismissal from the university or exclusion from campus housing for disciplinary reasons, any fees due or paid will not be canceled or refunded, in whole or in part. By accepting a room assignment and living in the residence halls, a student agrees to abide by all rules and regulations set forth in this handbook and to accept decisions and rulings made by the Office of Student Life. Sanctions for violations of residence hall policies vary according to the severity of the infraction, but may include community service, mandatory program attendance, counseling referrals, eviction from university housing, or suspension from the university.*

**Room Consolidation.** After the last day to drop courses without record, the university will consolidate students into double occupancy rooms.

**Occupancy.** Entering students may occupy rooms in their residence halls on the first day of orientation. On the Sunday following the first day of orientation, returning students may occupy rooms in their residence halls. Students who arrive early should make arrangements for off-campus housing.

**Late Occupancy.** Rooms ordinarily will not be reserved for students beyond the first day of classes. If you will arrive after classes commence, you must notify the Senior Director of Student Life in advance.

**Room Changes.** Once you have been assigned to a room, you may not change rooms without the approval of the Senior Director of Student Life or Assistant Director of Student Life whose offices

are located in the Slane Student Center. If you change rooms without approval of a Director, you will be fined \$25; and, depending upon housing priorities, you may be required to return to the room originally assigned or to another available room.

**Official Breaks.** If you live in a residence hall, you must vacate the hall by 12:00 p.m. on the day following the last day of class preceding official breaks (fall break, Thanksgiving, Christmas, spring break), at which time special security procedures go into effect. Unless specifically authorized, you may not enter the residence hall during the official break. Residence halls will re-open at noon on the Sunday preceding the first day of scheduled classes following the break.

**Authorized Entry.** Authorized individuals may enter your room for purposes of routine maintenance, housekeeping, inspection, or search. These individuals include, but are not limited to, residence hall staff, maintenance and housekeeping personnel, safety/security officers, university officials, health inspectors, High Point Police Department representatives, and fire inspectors.

**Room Inspection.** In order to encourage health and safety, your room will be inspected periodically by authorized individuals, including, but not limited to, residence hall staff. Although such entry is not for purposes of search, if, in the course of such inspections, items are discovered that suggest violation of university policies or legal statutes, they will be seized, and disciplinary action may result. In the event that both students are under 21, alcohol will be considered an illegal substance. Routine Health and Safety checks will occur in all rooms during Fall Break, Winter Break, and Spring Break. High Point University officials have the authority to open and search safes and lockboxes.



**Room Search.** Where reasonable cause exists, authorized university officials, including residence hall staff, may enter and search your room for welfare checks to investigate alleged violations of university policy or municipal, state, or federal laws. A student does not need to be present for his/her room to be inspected. Inspections include locked containers or safes.

**Damages.** Students who live in university facilities are responsible for damages to those facilities, including individual student rooms, limited access areas, common rooms, and public areas in residence halls such as hallways, lounges, bathrooms, etc. Any student who repeatedly damages university property risks losing on campus housing privileges.

**Assigned Charges.** Where the individual responsible for damages can be identified, the cost of repair or replacement will be assigned directly to the account(s) of the individual(s). Damages include, but are not limited to, cigarette burns, damage to university property, residue from tape, and nail holes. Where furniture is damaged, charges may include the current cost of replacement as provided by Campus Enhancement.

**Common Area Damage.** When damage occurs on the hallways or some other public area and no one claims responsibility for such damage, the Resident Director bills

the charge for repair and/or cleaning to residents of the entire floor, residence hall or apartment as common damages. The university bases this on policy on two understandings.

1. Residents of a floor or residence hall make up a community and, as such, have certain “corporate” responsibilities. Residents should look out for one another and work to keep the community comfortable for sleeping, study, and socializing.
2. The possibility of incurring a common damage charge encourages residents to hold one another responsible for behavior.

If damage to a residence hall occurs as a result of vandalism by the guest of a student, that student host is responsible. In the case of damage by “trespassing” individuals, the Office of Student Life will pay for the damages, but only if the Office of Security deems the situation feasible to submit a police report.

If a student damages something in a public area, he/she is honor bound to accept responsibility and report these actions.

### **Loss of Housing Assignment**

A student who violates their roommate/suitemates right to a healthy environment or violates the Code of Conduct may be asked to move to another housing assignment.

**Housekeeping.** Because the condition of your room can affect others, including but not limited to your roommate, you are expected to keep your room clean and orderly at all times. Rooms will be inspected periodically by residence hall staff. Sanctions, including, but not limited to, fines and exclusion from the residence hall, may be imposed.

Because trash can create problems related to health and safety and because used beverage and food containers invite insects, you should dispose of trash regularly. Receptacles are provided near each residence hall. **Under no circumstances should trash be left in hallways, stairwells, outside your room, porches, patios, etc., even temporarily.** Each resident in an apartment/suite will be fined at least at the minimum fine amount for improper disposal of trash.

**Routine Housekeeping.** Routine housekeeping occurs daily on weekdays in public areas of residence halls. You should understand that routine housekeeping does not include cleaning up behind residents. In short, responsible parties are accountable for special housekeeping requirements that they create.

**Scheduled Housekeeping.** If you would like to suggest housekeeping that is not routine, you should talk first with your Resident Director, who will be happy to assist with this request.

**Maintenance.** The university has established operating procedures related to routine maintenance, scheduled maintenance, and emergency maintenance. If you need assistance or have a request, you may submit a work order via the university home page, by clicking “Campus Enhancement” and submitting your information. Also, to expedite your request, we would ask that you notify your

Resident Director or the Office of Student Life. No students are allowed to perform maintenance or repair damages on their own.

**Emergency Maintenance.** If emergency maintenance is required during the day, you should call the Office of Student Life (336-841-9231). If emergency maintenance is required during other hours, you should contact your Resident Assistant or Resident Director. In the event that your Resident Assistant or Resident Director is not readily available, you should call the Office of Security directly 336-841-9112.

**Room Vacancies.** If a vacancy will occur in your room at the end of the fall semester, before leaving campus, you must clean your room and leave your room ready for a new roommate. Where your room is not appropriate for a new roommate, the university reserves the right to clean your room and to make necessary accommodations, in which case you will be sanctioned.

**Check-out.** When you move out of your room, whether during the semester or at the end of the term, you will need to follow the established check-out procedures, and your room needs to be clean, orderly, and free of all personal items. If you need assistance with your check-out or questions regarding the protocols, please ask your Resident Assistant or Resident Director. All items that you do not want to take to your home need to be thrown away. If you fail to follow established check-out procedures, if your room is not clean at the time of check-out, if your room is not free of personal items, an appropriate sanction will be imposed. All students are required to move out of their residence hall 24 hours after their final examination.

# Housing Regulations

At High Point University, we want to enhance the academic environment by providing students with a well-maintained, safe, and positive living experience. Each of our residents will live in a shared environment that makes it necessary to have procedures in place that serve as standards for resident behavior. These policies are not in any way meant to hinder you but to protect each student and the community environment. If you have any questions at any time, please seek assistance from your Resident Assistant or Resident Director or visit the Office of Student Life.

**Bicycles.** Bicycles should be stored in designated areas only. Bicycles are not permitted in stairwells or hallways because they often cause damage to buildings, because they can be a safety hazard, and because they can hinder custodial staff. Outdoor bike racks are provided throughout the campus for your convenience.

**Confiscation.** Where prohibited by university policy or by federal, state, or municipal statutes, the university reserves the right to confiscate personal property, including, but not limited to, safes, lock boxes, appliances, pets, flammable items, and materials which compromise the health, safety, or security of residents.

**Combustible Materials.** Almost every year, some campus somewhere in the United States experiences a major fire in a residence hall, and the loss of life as a result of such fires occurs too frequently. Most fires in university residence halls result from smoking or from the careless use of electrical equipment, including desk lamps which touch flammable materials. *As a community, we must work intentionally and universally to prevent such tragedies on the campus of High Point University. Simple precautions can save lives.*

**Candles.** You may not burn or possess candles, petroleum products, or other substances, including incense, in the residence hall. Candles without wicks and candle warmers are not allowed.

**Christmas Trees.** Only UL approved artificial trees are permitted, and they may be used only in student rooms, study areas, or hall lounges. No trees may be placed in corridors or hallways. In student rooms, the height of the tree must not exceed four feet. All lights must be UL approved and free of broken or frayed wiring. All Christmas decorations must be taken down prior to the Christmas break.

**Decorations.** Except for flame-resistant curtains on windows, you may not hang flammable materials from ceilings, lights, or walls, even on festive occasions, such as Halloween. Such decorations have been specifically prohibited by the Fire Marshal.

**Grills.** The use or possession of propane/charcoal grills is strictly prohibited in and around all University Residence Halls as well as all University Owned Houses.

**Petroleum Products.** Gasoline, oil, and similar petroleum products are not permitted in residence halls; and vehicles or motors which use such products,

including, but not limited to, cars, trucks, motorcycles and motorbikes, must be kept at least 15 feet from any structure/building. Because they are combustible, oil base paint and oily rags should not be stored in residence halls.

**Smoking.** High Point University is a Tobacco-Free campus. In order to continue to provide a healthy and clean atmosphere for all residents, the university prohibits smoking and is a tobacco free community. First time violations for smoking will result in a fine and 5-10 hours of community service.

**Electrical Appliances.** The following electrical devices are permitted in university residence halls: coffee pots (percolator or drip), extension cords which are UL approved, irons, popcorn poppers, radios, stereos, small microwaves, small refrigerators [2 amps].

**Guidelines.** When using such equipment, the following guidelines apply:

- Although the load level varies according to the residence hall, the maximum load for receptacles with two plugs varies from 750-1000 watts (see back or bottom of appliance for watt level);
- You should not plug more than two items into a duplex receptacle, and you may not be able to use both items simultaneously;
- You must not run wires under rugs, carpets, mattresses, or bedspreads; across ceilings; around door or window casements; or in other ways which could result in fire, shock, or electrocution;
- You may use only devices which meet UL standards and which are free of frayed or broken wires;
- Certain appliances, such as electrical curlers, hair dryers, and irons, should be disconnected following use.

**Prohibitions.** In addition to large appliances, the use of the following electrical devices is strictly prohibited: amplifiers for musical instruments, convection ovens, electric frying pans, extension cords which are not UL approved, **halogen floor lamps**, toaster ovens, hot pots, space heaters, toasters, candle warmers, broiler ovens and window air conditioners.

**Fire Alarms.** When you hear the fire alarm, including false alarms or fire drills, you must exit the building immediately, using the most accessible exit and avoiding elevators. Remember, you do not want to be trapped in an elevator if power fails. You must remain outside the building until you are officially authorized to re-enter. **Failure to leave the building is a violation of the Conduct Code.**

**Safety Equipment.** Fire alarms and fire extinguishers are intended to encourage the safety of persons and property. Misuse of such equipment shall result in sanctions which may include suspension or exclusion from campus and/or criminal prosecution. **North Carolina Criminal Law [Statute 14-268] mandates a maximum fine of \$500, or imprisonment for not more than 6 months, or both, for persons who willfully misuse or abuse fire alarms and firefighting equipment.**

**False Alarms.** All fire alarms will be treated as real alarms. False alarms create undue hardships for residents and staff. If you know the identity of someone who pulls a false alarm, you should either report violations or ask a member of the staff to talk with the individual. Tampering or disabling fire alarms is not permitted.

**Furniture.** Except for normal wear, you are expected to leave the furniture in the condition in which you found it. No university asset may be moved, altered, or effected without university permission.

**Beds.** For safety reasons, beds are not to be stacked on dressers, desks or other furniture, and they may not be mounted on walls or furniture. Waterbeds are not permitted.

**Removal from Rooms.** Furniture must remain in rooms at all times. University furniture may not be moved to balconies, decks, porches, storage, or yards.

**Liability.** The university assumes no responsibility for loss, theft, or damage to a resident's personal property. Therefore, unless your property at school is not covered by your parent's insurance, you could purchase renter's insurance.

**Obstruction.** Obstruction of corridors, stairwells, and exits is prohibited by state law. Such obstructions include, but are not limited to, bicycles, decorations, displays, luggage, and trash.

**Painting.** You are not permitted to paint your room. If your room requires painting, please discuss with your Resident Director.

**Pets.** With the exception of small aquariums containing fish (5 gallons or less), pets are not permitted in residence halls. If you violate this policy, you will be sanctioned; and if violation continues, you may lose the privilege of living on campus.

**Public Nuisance.** Students who reside in residence halls are expected to respect the rights of other students.

**Banners.** If you damage carpet, tile, furniture or other university property while painting banners or other items, you will be charged the full cost of replacement or repair. Banners may not be painted in residence halls.

**Games.** The use of balls, bikes, Frisbees, skateboards, and similar or substitute devices is strictly prohibited in residence halls. Balls, frisbees and snowballs may not be thrown in an area where they may cause damage to persons or property.

**Musical Equipment.** Drums and amplified musical instruments are prohibited in residence halls.

**Noise Pollution.** Students are expected to maintain reasonable quiet at all times.

**Quiet Hours.** Quiet hours are in effect from 10 p.m. until 9 a.m. daily (except for examination periods, where quiet hours are extended to 24 hours). Courtesy hours are always in effect. Residents living in a residential building are encouraged to be respectful of all students and their surroundings, even when they may be utilizing the common living areas in each building. If a student has an issue with a specific noise level or continual problem, they should contact their Resident Assistant or Resident Director.

**Wellness Living Halls.** If you reside in a designated wellness living area, you must observe the mandated 24 hours quiet hours. Additionally, with this designation, no alcohol is permitted. If an individual is found with substances or in violation of living conditions, they will lose their housing assignment and be asked to move.

**Disruption of Community.** All students are valued members of each residential community. If there are numerous complaints, destruction or judicial referrals, you may be removed from that community or banned from university housing privileges.

**Decibel levels.** During quiet hours, noise should not escape your room. At other times, noise should not exceed 70 decibels. Regardless of the decibel level, students should respect requests from fellow students for quiet. To balance all community needs, students will be given three warnings before a sanction is issued. However, if there is evidence of an unsanctioned social gathering, the student hosts will face immediate sanctions.

**Trash.** You should dispose of your trash regularly. Trash and other objects may not be thrown from windows or left, even temporarily, in hallways, stairwells, or other public areas of buildings. Receptacles are provided outside the building.

**Restricted Areas.** Except in case of fire, you may not use fire escapes; you may not sit on or hang from windowsills; and you may not access ledges or roofs. Students may not place items in/on or out of windows such as signs, banners, flags, clothing, window decals etc

**Rugs.** Rugs are permitted, but throw rugs must be skid-proof.

**Sunbathing.** All students are prohibited from utilizing the lawn in front of Roberts Hall for sunbathing. All such activities should take place in university pool areas.

**Visitation.** Visitation policies have been established for residents of High Point University and their guests. A guest is defined as any person who is not an assigned resident of a particular residence hall. The universities policies which apply to residents also apply to their guest(s). The host is responsible for the behavior of his or her guest(s), and, therefore, the host may be disciplined should their guest violate established university policies. When hosting a guest, you are expected to conduct

yourself in a considerate manner with regard to the rights and needs of your roommate or suitemate(s). Hosting a guest should not interfere with your roommate or suitemate's right to his/her room. Communication with your roommate or suitemate(s) is necessary when hosting a guest. Please contact the Office of Student Life if you need assistance with this communication. Twenty – four hour single and co-ed visitation is allowed in all residence halls as long as all residents ensure that their guest(s) comply with the following policies:

1. All guest(s) must be escorted throughout the building. A resident should never leave their guest(s) unattended.
2. If an individual bathroom is not in the room/suite that a guest is visiting, the resident who has the guest(s) is responsible for escorting them to the common bathrooms for non residents located in the building.
3. Any overnight guest must be registered online through MyStuff. An overnight guest is only allowed to stay for two consecutive nights. Any student that has a guest(s) that exceeds two nights is subject to losing visitation privileges.
  - a. It is a violation of the visitation policy if there is evidence of cohabitation. Cohabitation exists when a person not assigned to a particular room or suite uses that area as if he/she were living there. This includes, but is not limited to, keeping personal belongings of a person not assigned to the room/suite for long durations (e.g. keeping items in the closet, dresser, etc), using room/suite facilities, and/or staying for long durations of time. The Office of Student Life will determine if cohabitation exists based on the evidence presented by roommates/suitemates and the Office of Student Life Staff.

4. A guest(s) is only allowed within an individual room/suite if the roommate/ all suitemates are in agreement.

### Right of Entry

**Loitering/Solicitation.** For your protection, loitering and solicitation are specifically prohibited. If you encounter people loitering or soliciting in your residence hall, you should contact a member of the residence hall staff or call campus security at 336-841-9112.

**Sanctions.** Visitors and their guests are expected to comply with established policies and other university regulations. Sanctions include a monetary fine and/ or loss of visitation privileges for a period of time to be specified by the Resident Director. Where other university policies are violated, sanctions as described elsewhere in *A Guide to Campus Life* may be imposed.



# Social Regulations & Civility Regulations & Policies

As an institution related to The United Methodist Church, High Point University recommends abstinence with regard to the recreational use of alcohol, tobacco, and other drugs. Furthermore, the university expects all students to comply with federal, state, and local laws related to the use of alcoholic beverages, narcotics, and other drugs.

**Failure to Comply with the Directions of University or Other Officials:** Failure to comply with the directions of High Point University officials (security, residence life and housing staff, etc.) or other appropriate off-campus authorities, including law enforcement officials acting in the performance of their duties, is a serious offense. Such conduct as failure to provide ID and disrespectful, uncooperative, abusive, or threatening behavior will be dealt with severely.

## **AlcoholEdu**

The Office of Student Life recognizes that alcohol and substance use is a rising issue nationally for students at the college level. With this assertive approach in mind, the Office of Student Life will provide all students with a preemptive initiative that educates students about alcohol, its effects, and making well-informed decisions. This program, called AlcoholEdu, is an online preventative alcohol education program that will assist in creating an educational and comfortable living-learning environment for students within their campus community.

AlcoholEdu's method works to do the following for students:

- Motivates positive behavior change
- Resets unrealistic expectations about the effects of alcohol
- Links choices about drinking to academics and personal success

- Helps students practice safer decision-making
- Engages students to create a healthier campus community

## **Drug-Free Schools and Communities Act.**

The Drug-Free Schools and Communities Act of 1989 requires that educational institutions publicize local, state, and federal consequences for the unlawful possession or distribution of alcohol or illegal drugs and that they provide information descriptive of health risks associated with substance abuse. Although summaries contained herein constitute good-faith efforts to provide information mandated by federal law and although portions of the summaries were provided by the federal government, High Point University does not guarantee that they are error-free or exhaustive.

**General Policy.** The university prohibits the *unlawful* possession of alcohol and illicit drugs by students, faculty, and staff either on university property or at any university-sponsored activity. This prohibition extends to activities sponsored by groups or organizations related to the university; and it extends to off-campus professional activities, including professional conferences, where attendance by faculty, staff, or students is sponsored, wholly or in part, by the university or by organizations related thereto. Furthermore, the university reserves the right to

discipline members of the university community who, in other situations, whether on campus or off, are found to be in violation of federal, state, and local laws related to the use of controlled substances.

### **General Sanctions.** High Point

University will impose disciplinary sanctions ranging from admonition to expulsion or termination where members of the university community violate the university policy involving controlled substances. Where members of the university community are charged with such offenses, cases may also be referred to federal, state, or municipal agencies. In addition, the university reserves the right to impose sanctions, up to and including expulsion or termination, where members of the university community are found to be guilty of violating federal, state, or local laws involving controlled substances even where the activity is not university-related. Parental notification also may be made as a sanction for any violation involving alcohol or other controlled substances such as narcotics or other drugs.

In addition to sanctions imposed for the misuse of controlled substances, disciplinary action will be taken for misconduct which results from the misuse of alcohol and/or other controlled substances. Members of the High Point University community also will be held accountable for damages which result from misconduct.

Conditions of continuation or re-admission, where allowed, may include the completion of an appropriate program of rehabilitation approved by the Office of Student Life in conjunction with Counseling Services.

**Contempt of Judicial Process.** Contempt includes failure to appear for a judicial hearing or failure to observe and comply with

judicial sanctions. Also, students in cases involving certain violations of the Code of Conduct or Honor Code may be informed of another student's judicial hearing outcome. Any student found to have shared this information inappropriately would also be in contempt of the judicial process.

## **ALCOHOL**

**Recognizing that alcohol creates some of the most serious social problems in our society and that the use thereof causes pain and/or death to countless numbers of persons each year, the university recommends abstinence with regard to the use of alcoholic beverages. Cognizant of the availability of and misuse of alcohol in this secular and pluralistic society, the university seeks to inform students about laws governing the use of alcohol; to discourage the illegal use and abuse of alcohol, whether on campus or off; and to educate persons who either misuse alcohol or enable other persons to misuse alcohol. Note: Parents and/or guardians will be notified of all student warnings, infractions, or offenses associated with alcohol.**

### **North Carolina General Statutes:**

**18B-102.** All members of the university community are expected to comply with North Carolina statutes prohibiting the use of alcoholic beverages by persons younger than 21 years of age. Specifically, it is against the law:

- to sell or give beer, wine, liquor, or mixed beverages to anyone who is younger than 21 years of age;
- for a person younger than 21 years of age to purchase or possess beer, wine, liquor or mixed beverages;
- to use fraudulent identification or to permit the use of one's identification by another in order to obtain alcohol illegally.

**Sanctions.** Any person younger than 21 who aids or abets another in violation of the above regulations shall be guilty of a misdemeanor, punishable by a fine of up to \$500, or imprisonment for up to six months, or both. Any person 21 years old or older who aids or abets another in violation of the above regulations shall be guilty of a misdemeanor, punishable by a fine of up to \$2,000, or imprisonment, or both. Any person who aids or abets another in securing alcohol may be liable for personal injuries or property damages resulting from misconduct by those who are intoxicated. Organizations and officers of such organizations may also have such liabilities.

Upon conviction, a report is sent to the North Carolina Division of Motor Vehicles. Any person convicted of violating the above regulations may automatically have his/her driver's license revoked for a period of one year.

**University Policy.** The university expects members of the university community to abide by state laws governing the use of alcohol; and, therefore, it prohibits the use of alcohol by persons who are younger than 21 either on campus or at campus-related events.

Although the university does not sanction the use of alcohol, and except as indicated, students who are 21 years old or older may consume alcohol in their rooms or house, provided they do so in a responsible manner. In the event that alcohol is discovered in a student's room who is under 21 and each roommate is under 21, the alcohol will be confiscated and additional sanctions will be imposed.

Special attention to the following:

- Alcohol, whether in original or subsequent to the original containers and regardless of student's age, may not

be publically displayed on campus;

- where the legal use of alcohol results in behavior which is disruptive, disrespectful, destructive, loud, or threatening, sanctions up to and including exclusion or termination may be imposed.
- Alcohol may not be used as an award or trophy for any event or program of the university or by any university organization, group, or individual.
- When an individual resides with residents who are under the age of 21, alcohol should not be present in common room areas, such as the living room, bathroom, kitchen or cabinets.
- Students who are under the age of 21 are not permitted to be in the presence of alcohol on campus.
- Students under the age of 21 are not permitted to possess alcohol paraphernalia including, but not limited to: beer bongs or funnels, tables that a reasonable person would believe is being utilized for drinking games, or any container or device specifically used to consume alcoholic beverages.
- Common large volume containers, such as kegs, are not allowed on campus or at any organization function off campus. Owners may be charged with distribution. Distribution is not limited to directly providing alcohol to minors but also includes creating an environment in which minors consume.
- Evidence of games leading to rapid consumption of alcohol such as beer pong, flip cup, etc. are prohibited.

**University Sanctions.** Although sanctions may be increased for exceptional violations, the following sanctions are typical for possession, consumption, presence, or distribution of alcoholic beverages in violation of university policy.

*Possession and/or Consumption.* Sanctions for the first offense typically include a \$75 fine, completion of Alcohol EDU, an online, alcohol prevention program educating students about alcohol, its effect, and making well-informed decisions about behavior involving alcohol and parental notification. For the second offense, sanctions typically include a \$100 fine, parental notification and mandatory counseling. If a third offense occurs, the fine will be \$200, discipline probation, parental notification, mandatory counseling, and 3rd level substance education. Further sanctions may include exclusion from campus, suspension, or expulsion.

*Presence of Alcohol.* Sanctions for the first offense include a \$50 fine. Additional referrals result in \$50 increases to each repeated offense as well as additional substance education.

*Medical Amnesty.* High Point University embraces students helping one another and recognizes that the potential for disciplinary repercussions potentially present a barrier for reaching out for medical assistance of another student in alcohol or other drug related emergencies. As indicated in High Point University's alcohol policy, the institution does not condone under-aged drinking but recognizes it is occurring and this policy has been put into place for the well-being and safety of all of our students. Students with or observing a student requiring medical attention are expected to seek out that assistance, if a student does not reach out for assistance he or she will be held accountable with strict sanctions from the Office of Student Life. For assistance in these matters please contact security at 336-841-9112.

To qualify for medical amnesty –

Three categories qualify for medical amnesty at High Point University:

1. *Person in need of assistance* – Students who receive medical attention related to use of alcohol or other drug related emergencies are eligible to receive medical amnesty. All students will be referred to the Office of Student Life and may be referred to resources on campus as counseling services or substance education. If the conditions laid out are not met the student waives their right for medical amnesty and is subject to violations of the Code of Conduct.
2. *Individuals present/called for assistance* – Students or individuals that call for assistance on behalf of the individual in need also qualify for medical amnesty and may not receive sanctions. However, depending on the severity of the situation, counseling services or substance education may be recommended.
3. *Club or organization requesting assistance* – Clubs and organizations hosting an event is required to seek assistance for individual(s) experiencing an alcohol or drug related emergency. Medical amnesty for a club or organization is granted for that club or organization not for the individuals. For individuals, they must meet the standards stated above. Organizations may be required to participate in educational programming as a result of medical amnesty.

Students should note that the Medical Amnesty policy only provides amnesty from violations of the High Point University code of Conduct. If any criminal, civil, or legal consequences regarding local, state or federal law develop from this incident this does not grant amnesty to those.

***Tips for Identifying Alcohol-Related Emergencies:***

CRITICAL SIGNS FOR ALCOHOL POISONING INCLUDE, BUT ARE

NOT LIMITED TO, ANY OF THE FOLLOWING:

- Unconscious or semiconscious
- Breathing less than 10 times per minute or irregular breathing
- Cold, clammy, pale or bluish skin
- Can't be awakened by pinching, prodding or shouting
- Vomiting without waking up

Know the danger signs. Do not wait for all symptoms to be present and be aware that a person who has passed out may die. Rapid binge drinking is especially dangerous because the person can ingest a fatal dose before becoming unconscious. If there is any suspicion of an alcohol overdose, call 911 immediately. Do not try to guess the level of drunkenness on your own.

*Alcohol Distribution.* Upon the first offense, sanctions for selling alcohol illegally; for illegally distributing alcohol to individuals younger than 21 years of age or facilitating an environment for minors to consume typically include a \$175 fine for the first offense, mandatory counseling, substance education, and disciplinary probation. Upon the second offense, students will be suspended from the university for one semester and includes a \$250 fine. In addition, mandatory counseling may be requisite to consideration for readmission.

*Failure to Enforce University Policy, University Recommendations, or North Carolina General Statutes.* Where organizations fail to enforce university policies, university recommendations, or legal statutes involving the distribution, possession, or use of alcohol, sanctions ranging up to suspension or expulsion of the organization may be imposed. Where appropriate, municipal authorities and/or the national headquarters of the organization may be notified.

*Inappropriate Behavior.* Typical sanctions for students involved in anti-social behavior while intoxicated are as follows:

*Assault/Abuse of Persons.* Intoxicated persons who abuse persons should expect expulsion and referral to law enforcement agencies. At the discretion of the Director of Judicial Affairs, Assistant Director of Judicial Affairs, Senior Director of Student Life, Dean of Students, or Vice President for Student Life, alternative sanctions may be imposed. Abuse of persons includes, but is not limited to, assault, battery, intimidation, and insubordination.

*Abuse/Destruction of Property.* Intoxicated persons who violate the property rights of others must make restitution within ten (10) days. Typically, minimal sanctions for the first offense include a \$100 fine and/or mandatory referral to the Office of Counseling Services. Sanctions may also include loss of campus housing, disciplinary probation, and referral to law enforcement agencies, suspension, or expulsion.

Upon the second offense, students should expect suspension or expulsion from the university and referral to law enforcement agencies. Where extenuating circumstances exist, alternative sanctions may be imposed by the Director of Judicial Affairs, Assistant Director of Judicial Affairs, Senior Director of Student Life, Dean of Students, or Vice President for Student Life.

*Public Drunkenness.* Sanctions for typical offenses are the same as those listed for possession/consumption and potential for additional charges.

**Off-campus events.** Although the university ordinarily is not in a position to police off-campus events, it should be understood that any person or any group of persons who aids or abets others in securing alcohol may be liable not only

for aiding or abetting but also for personal injuries or property damages resulting from misconduct by those who are intoxicated. Organizations and officers of such organizations may also have such liabilities and are required to complete the Off-Campus Third Party Vendor Event Contract. Therefore, in part because they are intended to help persons or groups avoid such liabilities, it behooves individuals, groups of individuals, or organizations to comply with the following guidelines. Furthermore, should it become evident that individuals, groups of individuals, or organizations who/which are members of the university are unlawfully furnishing alcoholic beverages to persons who are not of the legal drinking age or using alcohol in games or as prizes, such individuals, groups of individuals or organizations may be subject to stern disciplinary action by the university. Such action may include the withdrawal of the organizational charter or the expulsion or termination of individuals.

For legal and/or moral reasons, the following guidelines should apply wherever alcohol is available at off-campus events:

- alcohol should not be provided by organizations or individuals to persons not known to be 21 years old, or older;
- the sale of alcohol should be prohibited unless the distributor is licensed by state or local authorities;
- the use of common containers of alcoholic beverages, such as kegs, large bottles, punch bowls, trash cans, ice tubs, refrigerators, et cetera, by undergraduates should be prohibited;
- the use of pure grain alcohol by individuals or organizations should be prohibited;
- the use of alcoholic beverages in games should be strictly prohibited;
- the use of alcoholic beverages as a

prize should be strictly prohibited;

- individuals, groups of individuals, or organizations who influence excessive and/or harmful consumption of alcohol through games, peer pressure, subterfuge, or other activities should know that they are subject to stern disciplinary action both by the university and by external authorities;
- alcohol should not be available where fewer than 33 percent of the persons present are 21 years old, or older;
- any organization or group of individuals which sponsors an event where alcohol is available should provide alternative food and beverages during the duration of time when alcohol is available.
- any individual, group of individuals, or organization which sponsors an event where alcohol is available should consider the effects, including noise and parking, upon the community where the OFF CAMPUS event is scheduled: Specifically, such events should not be scheduled where noise pollutes residential communities or where people park on private property other than that of the hosts;
- litter should not be allowed to accumulate, even temporarily;
- any chartered organization which allows alcohol at any off-campus event must designate a Risk Management Officer at the beginning of each academic year. This officer must participate in an Alcohol Awareness Session and must provide all members of the organization with information about local, state, and federal statutes; university policies; and possible sanctions for the violations thereof;
- organizations or groups sponsoring or hosting social events on or off campus are responsible for the actions of all members and guests during and

sometime following a social event. All groups must follow all university, local, state, and federal laws, including any policy set forth by a governing body or inter/national organization. When policies conflict, the organization is to use the stricter policy for enforcement. All Greek organizations must file the appropriate paperwork with the Office of Student Life by the deadline set forth in the social policy determined by the type of event being hosted. Social events may only occur on Friday or Saturday nights between 9:00 pm and 2:00 am on weekends approved by the Office of Student Life. Social events may not conflict with university wide sponsored events. Hosting social events are a privilege. Violating any policies or laws will result in the case being adjudicated and sanctions by the governing council of the organization.

- organizations are not approved to host social functions on or off campus during the week of academic finals.

**Effects of Alcohol Abuse.** Even minimal consumption of alcohol may affect behavior, but the abuse of alcohol ordinarily has acute or chronic effects.

**Acute.** Even low doses of alcohol may have acute effects: (1) most vehicular accidents among persons aged 15 to 24 are related to drinking; (2) aggressive acts, such as abuse of family/friends and acquaintance rape, are almost always related to alcohol abuse; (3) mental functions may be impaired, making it difficult for a person to process and remember information. High doses of alcohol can cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses may produce similar effects.

**Chronic.** Repeated use of alcohol can lead to dependence, in which case sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quantities of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs, such as the brain and the liver. Some studies suggest that brain cells are actually destroyed permanently by high levels of alcohol.

**Illegal Controlled Substances** In compliance with the Drug-Free Schools and Communities Act of 1989, the university provides the following information descriptive of the effects of selected controlled substances and the types of sanctions which may be imposed either by the University or as a result of legal statutes. Although summaries contained herein constitute a good faith effort to provide information mandated by law, High Point University does not guarantee that they are error-free or exhaustive.

**University Policy.** The illegal possession, use, or distribution of drugs or paraphernalia associated with drug use is prohibited.

**Illegal Possession of Drugs.** The illegal possession and/or use of any narcotic drug, hallucinogenic drug, or other controlled substance by any person on university property or at university-related functions is prohibited.

**Sanctions.** Sanctions include a \$350 fine, mandatory counseling referral to Counseling Services for assessment, discipline probation, and random drug testing. Additional sanctions, including, but not limited to substance education, loss of university housing and/or suspension, may be imposed. Parental notification will occur. Positive results from

random drug testing will be considered a violation of probation and will be referred to the Director of Judicial Affairs.

***Illegal Possession of Drug Paraphernalia.***

The illegal possession and/or use of drug paraphernalia, including, but not limited to, roach clips, bongs, huka pipes, grinders, pipes, or rolling papers, while on university property or while attending a university-related function is prohibited.

*Sanctions.* Sanctions include a \$350 fine, mandatory referral to Counseling Services for assessment, discipline probation, and random drug testing. Additional sanctions, including, but not limited to fines, the loss of campus housing, or suspension, may be imposed and parental notification will occur. Positive results from random drug testing will be considered a violation of probation and will be referred to the Director of Judicial Affairs.

***Illegal Distribution.*** The illegal distribution, delivery, or sale of any narcotic, hallucinogenic drug, or other controlled substance including drug paraphernalia while on university property or while attending a university-related event is strictly prohibited.

*Sanctions.* Members of the High Point University community who distribute illegal drugs should expect expulsion or termination. Positive results from random drug testing will be considered a violation of probation and will be referred to the Director of Judicial Affairs.

**North Carolina Statutes.** Article 5 of Chapter 90 of the North Carolina General Statutes makes it unlawful for any person to manufacture, sell, deliver, or possess with the intent to manufacture, sell or deliver drugs designated as “controlled substances.” Sanctions include terms of imprisonment and heavy fines.

**United State Statutes.** Portions of the summary which follows were provided by the federal government. Although the summary represents a good-faith effort to provide information, High Point University does not guarantee that it is error-free or exhaustive.

*18 U.S.C. 922.g.* Conviction: Ineligibility to receive or purchase a firearm.

*21 U.S.C. 884.a.* First conviction: Imprisonment for up to one year, a fine of at least \$1,000 but not more than \$100,000, or both.

After one prior drug conviction: Imprisonment for at least fifteen days but not more than two years, a fine of at least \$2,500 but not more than \$250,000, or both.  
After two or more prior drug convictions: Imprisonment for at least ninety days but not more than three years, a fine of at least \$5,000 but not more than \$250,000, or both.

See special sentencing provisions for possession of crack cocaine.

*21 U.S.C. 844.a.* Civil fine of up to \$10,000.

*21 U.S.C. 853.a.* Denial of federal benefits, such as student loans, grants, contracts, and professional and commercial licenses, up to one year for first offense, up to five years for second and subsequent offenses.

*21 U.S.C. 853.a.2 and 881.a.7.* Forfeiture of personal and real property used to possess or to facilitate possession of a controlled substance if that offense is punishable by more than one year imprisonment.

See special sentencing provisions for the possession of crack cocaine.

*21 U.S.C. 881.a.* Forfeiture of vehicles,

boats, aircraft, or any other conveyance used to transport or conceal a controlled substance. [Vehicles may be impounded in cases involving any controlled substance in any amount.]

*Special sentencing provisions for possession of crack cocaine.* Mandatory at least five years in prison, not to exceed twenty years, and fine of up to \$25,000, or both, if (a) first conviction and the amount of crack possessed exceeds five grams; (b) second crack conviction and the amount of crack possessed exceeds three grams; (c) third or subsequent crack conviction and the amount of crack possessed exceeds one gram.

*Miscellaneous.* Authorization to revoke certain federal licenses and benefits, e.g., pilot licenses, public housing tenancy, are vested within the authorities of individual federal agencies.

**Effects of Selected Drugs.** The following is a summary of health risks associated with the use of certain illicit drugs. Although a part of the summary was provided by the federal government, High Point University does not guarantee that the summary is error-free or exhaustive.

**Marijuana.** Marijuana and related compounds are ordinarily used to encourage relaxation or to produce an altered sense of reality. Marijuana is usually smoked, and it is toxic to the lungs. Disorders of memory, including loss of memory, and of mood, including apathy about life, school, or work, often occur in chronic users. Medical marijuana is not allowed at HPU under any circumstances.

**Cocaine (stimulant).** Cocaine, crack, and related forms are usually used for stimulation or because they produce a sense of euphoria. All forms of cocaine are highly addictive, producing a habit that is

extremely difficult to abandon. Criminal activity to support the habit often results. In some individuals, cocaine may produce fatal cardiac rhythm disturbances.

***Amphetamines (stimulants).***

Amphetamines and their derivatives, “crystal” and “ice,” are used for stimulation. These compounds are very addictive and may produce psychotic and violent behaviors.

***LSD and PCP (hallucinogens).*** These chemicals are used to produce “altered states,” in an effort to escape reality. They are very dangerous and can cause psychosis.

***Valium, Barbiturates, et cetera***

***(depressants).*** These and similar prescription drugs are ordinarily used for their sedative or hypnotic effects. Some of these drugs are highly addictive, and others can cause seizures (convulsions) in individuals who take them over long periods of time.

***Heroin, Codeine, et cetera (narcotics).***

These are some of the most addictive substances known. They produce a high or euphoria. Withdrawal can produce convulsions or even coma. Overdose is common and can result in death. Persons who use needles to support consumption are in a high-risk group for infection with human immunodeficiency virus, believed to be the cause of AIDS.

***Other.*** Many medications and drugs, including those which are prescribed for you, have the potential for abuse.

As members of the university community, we are responsible not only for ourselves but also for each other. While they are not always related to substance abuse, the following traits often are related; and, regardless of the cause, they are ordinarily indicative of a need for help:



- withdrawal from social situations;
- increased boredom or drowsiness;
- change in personal appearance;
- change in friends;
- a defeatist attitude (easily discouraged);
- low frustration tolerance (outbursts);
- violent behavior or vandalism;
- terse replies to questions or conversation;
- sad or forlorn expression;
- lying;
- poor classroom attendance;
- dropping grades or poor work;
- apathy or loss of interest.

**Positive Response.** When negative behaviors listed below become prevalent in persons you know, you should:

- express concern and caring;
- be ready to listen;
- communicate a desire to help;
- make concrete suggestions about finding help or coping with specific problems;
- encourage the person to seek professional help;
- ask for assistance from campus resources;
- be persistent.

**Negative Response.** When negative behaviors, such as those listed below, become manifest in persons you know, you should not:

- take the situation lightly or as a joke;
- be offended if the person tries to “put you off;”
- take “I don’t have a problem” as an answer;
- try to assist the person without asking for professional help;
- promote guilt feeling about grades, et cetera;
- gossip.

**Resources.** If you or a person you know is encountering difficulties because of substance abuse or other negative behaviors, you should seek help immediately.

**On Campus.** You are encouraged to make an appointment with the Office of Counseling Services. Offices are located on the 3rd floor of the Slane Student Center.

# University Honor Code

## Preamble

*We, the students of High Point University, believe that honesty and integrity are essential to student academic development. Therefore, we assert the following:*

*Every student is honor-bound to abstain from cheating;*

*Every student is honor-bound to abstain from collusion;*

*Every student is honor-bound to abstain from plagiarism;*

*Every student is honor-bound to report a violation of the University Honor Code;*

*Every member of the University community is expected to be familiar with the Honor Code*

### **Interpretation of the Honor Code**

**History.** The *University Honor Code* originated within the Senate of the Student Government Association and was adopted by students in a general referendum, by the faculty (April 17, 1997), by the Administrative Council, and by the Board of Trustees. Revisions were approved by SGA faculty in Spring 2009 and again, Spring, 2010.

**Authority.** Although the *University Honor Code* cannot exist without the involvement of faculty and staff, the *University Honor Code* was created by students and shall be maintained and enforced by the Judicial Board of the Student Government Association.

**Pledge.** Acceptance of an offer of admission from High Point University constitutes *de facto* endorsement of the *University Honor Code*; and, therefore, professors may ask students to sign the following pledge: *On my honor, I have abided by the High Point University Honor Code.*

**Definitions.** For purposes of interpreting the University Honor Code, the following definitions shall apply:

**Cheating.** Cheating includes, but is not limited to the following:

- the use of unauthorized information during testing or examination;
- the submission, in whole or in part, of the ideas or work of another as one's own;
- completing academic work for another student who later submits said work, in whole or in part, as his/her own;
- submission of the same or similar work in two or more classes without the approval of the instructor(s) involved.

**Collusion.** Collusion includes, but is not limited to the following:

- agreements or conspiracies entered into for fraudulent purposes;
- discussing or otherwise describing the content of a test or examination with a student who will take a similar

examination in the same course at a later period;

- forgery for purposes of deception.

**Property violations.** Property violations include, but are not limited to the following:

- appropriation (see University Conduct Code);
- the misappropriation of patents, copyrights, trademarks, or computer software;
- securing information from the Internet or similar sources without paying the required fees or royalties, where prescribed;
- the destruction or corruption of information technologies intended for common use;
- the destruction or corruption of library resources;
- forgery for purposes of theft.

**Plagiarism.** Plagiarism involves quoting or paraphrasing sources without proper acknowledgment. You plagiarize if you submit, without appropriate documentation or quotation marks any of the following:

- part or all of written or spoken statements derived from sources, such as books, the Internet, magazines, pamphlets, speeches, or oral statements;
- part or all of written or spoken statements derived from files maintained by individuals, groups, or campus organizations;
- the sequence of ideas, arrangement of material, or pattern of thought of someone else, even though you express such processes in your own words.

## Responsibilities and Rights of Students

Because a University cannot perform its proper function in the absence of academic integrity and social responsibility and because you are a member of this University community, you are expected to do all of the following:

- demonstrate academic integrity personally;
- confront violations of the *University Honor Code*;
- notify instructors when you believe that violations have occurred, regardless of whether or not you choose to identify the suspected offenders or yourself.

**Academic Integrity.** By practicing these guidelines, you can help assure that you will not be suspected of academic dishonesty:

- when material is quoted, use quotation marks or indentation as appropriate to the style you are using;
- where material is paraphrased, be sure to acknowledge the author and source and that the wording is distinctly different from the original source because you will have plagiarized if you use any word order and/or grammatical structure original with the author of the source, except where material is indented or placed in quotation marks;
- do not take dictionaries, notes, textbooks or cell phones into the classroom during a major test without the consent/direction of the instructor;
- be sure that notes and texts are closed and out of sight during quizzes;
- do not communicate with other students during a test or quiz;
- do not discuss the content of a test or examination with a student who is scheduled to take a similar test or examination in a different section of the same course.



**Notification.** Often faculty are not aware when students cheat in their classes. Although the *University Honor Code* does not require students to identify persons suspected of violating the code, it does require students to advise their instructor when they have reason to believe that violations have occurred. Faculty will be in a better position to help reduce violations if they are aware that violations may be occurring.

**Duty to Report.** Students are required to report suspected violations directly to the instructor, their adviser, the Vice President for Student Life, Dean of Students, or the Director for Judicial Affairs; however, the student accuser may request anonymity.

**Original Jurisdiction.** Violations of the *University Honor Code* may be academic or non-academic in nature:

*Academic Violations.* If you are suspected of academic violations of the *University Honor Code*, the instructor will meet with you to discuss the charges. If, after the conference, the instructor concludes that the charges have merit, (s)he may (1) adjudicate the case directly, (2) refer the case to the University Honor Court through the Office of the Vice President for Student Life, Dean of Students, or the

Director for Judicial Affairs, or (3) allow you to choose between the two options. Before meeting with you to discuss the charges and options, the instructor will check your file in the Office of Student Life to determine whether prior sanctions have been imposed for violations of the *University Honor Code*. If the instructor concludes that the charges have merit and prior sanctions have been imposed for violations of the *University Honor Code*, the case will be referred directly to the University Honor Court.

*Non-academic Violations.* In cases involving non-academic violations of the *University Honor Code*, the Vice President for Student Life, Dean of Students, or the Director for Judicial Affairs may (1) adjudicate the case directly, (2) assign the case to the University Honor Court, or (3) allow the student to choose between the two options. Typically the case will be assigned directly to the University Honor Court if prior sanctions have been imposed for violations of the *University Honor Code*.

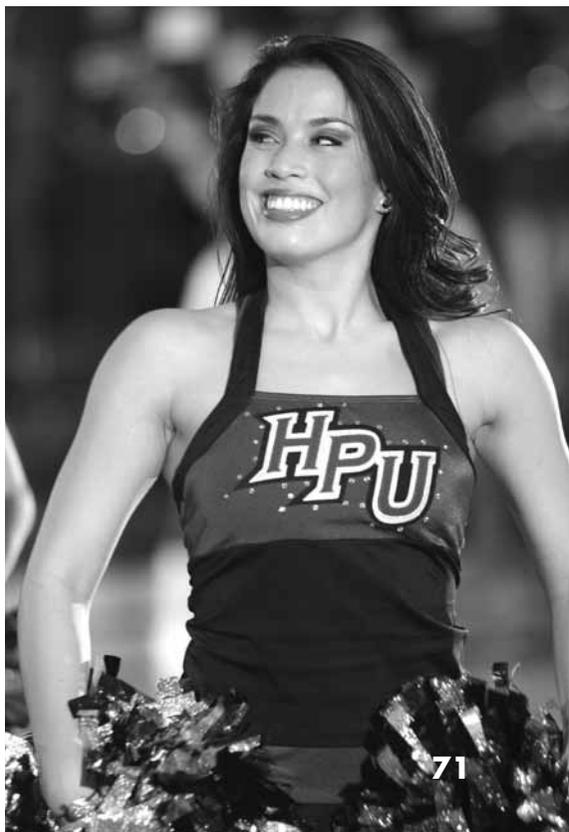
### **Process of Adjudication**

If you are suspected of violating the *University Honor Code*, the following procedures shall apply:

1. your instructor (or the Vice President for Student Life, Dean of Students, or the Director for Judicial Affairs where cases involve non-academic violations of the *University Honor Code*) will check your file in the Office of Student Life to determine whether you have been sanctioned previously for violating the *University Honor Code*;
2. your instructor (or the Vice President for Student Life, Dean of Students, or the Director for Judicial Affairs where cases involve non-academic violations of the *University Honor Code*) will meet with you to discuss the issue;
  - a. after this conference, if you do not accept responsibility for the alleged incident, the case will go directly to the Honor Court;
  - b. in the case of a first offense, if you accept responsibility, the instructor (or the Vice President for Student Life, Dean of Students, or the Director for Judicial Affairs) (1) may adjudicate the case directly; (2) may refer the case to the University Honor Court; or (3) may allow you to choose between the two options;
  - c. if you have previously been sanctioned for violating the *University Honor Code*, and your instructor (or the Vice President for Student Life, Dean of Students, or the Director for Judicial Affairs where cases involve non-academic violations of the *University Honor Code*) concludes that charges have merit, the case will be referred to the University Honor court;
3. the case must be referred to the University Honor Court if the instructor believes that sanctions greater than failure in a course should be considered;
4. if the case is referred to the University Honor Court, the attorney-general of the Student Government Association, in collaboration with the Director for Judicial Affairs and the chief justice of the Student Government Association, shall schedule a hearing;
5. where a case is referred to the University Honor Court, judicial procedures, as delineated for cases involving original jurisdiction, shall apply.

## Sanctions

**Academic Violations.** The following sanctions shall be imposed for violations of the *University Honor Code*, with the understanding that where extenuating circumstances exist, sanctions may be probated:



**First Infraction.** At a minimum, a student who violates the *University Honor Code* shall receive the grade zero (0) on the assignment; at a maximum, the student shall receive an F in the course. Where sanctions are imposed, whether by the instructor, by the Vice President for Student Life, Dean of Students, the Director for Judicial Affairs, or by the University Honor Court, an Honor Code Incident Report must be filed with the office of the Provost/Vice President for Academic Affairs.

**Second Infraction.** At a minimum, the student shall receive the grade FH in the course; at a maximum, the student shall be suspended for the semester. Other sanctions, such as but not limited to community service, may be imposed at the discretion of the Judicial Board. In the event that the student is suspended for the semester, (s)he shall receive the grade F(H) in the course where the infraction occurred. In other courses, the student shall receive the grade W. An Honor Code Incident Report must be filed with the office of the Provost/Vice President for Academic Affairs. With all 2nd infractions, an educational citation workshop will be mandated; the university library professional staff will provide this workshop.

**Third Infraction.** At a minimum, the student shall be suspended for the semester; at a maximum, the student shall be expelled from the university. Other sanctions, such as but not limited to community service, may be imposed at the discretion of the Conduct Court. In the event that the student is suspended for the semester, (s)he shall receive the grade F in the course where the infraction occurred. In other courses, the student shall receive the grade W. An Honor Code Incident Report must be filed with the office of the Provost/Vice President for Academic Affairs.

**Non-academic Violations.** Where violations of the *University Honor Code* are non-academic in nature, the possible sanctions shall be the same as those which may be imposed for violations of the *University Conduct Code*.

### **Special Notices**

**Academic Forgiveness.** In the event that a student repeats a course at High Point University which (s)he previously failed for violations of the *University Honor Code*, both the “F” or “FH” and the repeat grade will be computed in the grade-point average, with the result that the repeat policy does not apply.

**Appeals.** Disciplinary sanctions imposed by the instructor, by the Vice President for Student Life, Dean of Students, the Director for Judicial Affairs, or by the University Honor Court may be appealed to the Executive Committee of the University. If appealing to the Executive Committee, the student must meet with the Vice President of Community Relations within 5 days of the outcome of Honor Court and the student must make a decision to move forward within 7 days of the initial meeting.

**Records.** When sanctions are imposed by the instructor, by the Vice President for Student Life, Dean of Students, the Director for Judicial Affairs, or by the University Honor Court for violations of the *University Honor Code*, a report must be filed in the Office of the Provost/Vice President of Academic Affairs. A copy of the form must be sent to the student and to the instructor in cases where the instructor has referred the student to the University Honor Court. This form will be kept in the student’s file for a period of time not to exceed six years.

# High Point University Honor/Conduct Court

If a case is assigned to the University Honor Court, the Judicial Board of the SGA will convene a meeting of the court. The court will consist of the following 12 members:

Number of Members	Designation	Appointment	Vote/Non-Vote
1	Administrator	Vice President for Student Life or Dean of Students or Director of Judicial Affairs or Assistant Director of Judicial Affairs	Non-Voting
1	Student	Attorney General	Non-Voting
3	Faculty/Staff	<b>Faculty:</b> Appointed by the Provost/Vice President for Academic Affairs  <b>Staff:</b> Appointed by the Vice President for Student Life or Dean of Students or Director of Judicial Affairs or Assistant Director of Judicial Affairs	Voting
1	Student	Judicial Vice-President	Voting
6	Student	Appointed by SGA Judicial Vice-President, Approved by SGA Executive Council	Voting

### Explanatory Notes:

#### Term of Office

- The term for faculty/staff justices is a staggered 3-year term
- The term for student justices is until they graduate but no more than 3 years

#### Voting Requirements:

- 2 of the 3 faculty/staff must be present at any hearing
- 4 of the 7 voting students, including the Judicial Vice-President must be present at any hearing

#### Voting Matters:

- In case of a tie, the deciding vote will be cast by the Vice President for Student Life, Dean of Students, or the Director of Judicial Affairs or the Assistant Director of Judicial Affairs



HERS

LU  
188  
HALL  
18

THE JANTHER'S

Game Sponsors  
@HighPointCable

Game Sponsors  
@HighPointCable

Game Sponsors  
@HighPointCable

HIGH POINT UNIVERSITY  
WOMEN'S BASKETBALL  
1975 1976 1977 1978  
1979 1980 1981 1982  
CONFERENCE TOURNAMENT  
CHAMPIONS

HIGH POINT UNIVERS

# University Conduct Code

## Preamble

*We, the students of High Point University, shall seek excellence in the classroom, on the playing field, and in positions of leadership and service across our campus.*

*As a community of scholars, we shall work together with faculty to create an environment conducive to teaching and learning.*

*As a community of persons, we shall treat each other with compassion, with dignity, and with civility – avoiding bigotry, racism, and sexism and learning from each through the diversity we bring to High Point.*

*As persons, we shall be honest and just in all that we do, recognizing that we can never be greater than the integrity of our word and deed.*

*As citizens of a global community, we shall act responsibly, both on campus and off–governing our actions not only by our personal needs and desires but also by a concern for the welfare of others, for the general good of humankind, and for the environment upon which we mutually depend.*

*Recognizing that communities cannot exist without values and codes of conduct, we shall search for enduring values; and we shall adhere to those codes of conduct which have been established by and for the members of High Point University.*

*When we leave High Point, we shall leave it better than we found it – and in support of this goal, we pledge our loyalty and our service to this University which we have chosen as our own.*

### **Uniform Guidelines**

High Point University shall not discriminate on the basis of gender, race, color, national origin, ethnic origin, or physical condition in the administration of policies and programs involving admissions, educational services, financial aid, or other activities generally provided to undergraduate or graduate students at the university.

The commission of any offense that is motivated by the race, gender, sexual orientation, religion, national origin, cultural background, disability, or any other defining

characteristic of an individual or group of individuals is prohibited.

**Grievance Procedures.** Students who believe that they have been denied access to the programs and services of High Point University should contact the Vice President for Academic Affairs (academic grievances), the Vice President for Student Life (non-academic grievances), Dean of Students, or the Athletic Director (athletic grievances). Either administrator may (1) attempt to adjudicate the case directly; (2) refer the case to the Judicial Board, or (3) allow the student to choose

between the two options. All judicial cases must be processed and adjudicated within 60 days of reported offense unless undue circumstances arise. Decisions resulting from any of the three hearings may be appealed to the president of the university, who may, at his discretion, refer the case to the Executive Committee of the Faculty for closure.

Sanctions imposed by the instructor, by the Vice President for Student Life, Dean of Students, the Director for Judicial Affairs, or by the University Conduct Court may be appealed to the Executive Committee of the University. If appealing to the Executive Committee of the University, the student must meet with the Vice president of Community Relations within 5 days of the outcome of Conduct Court and a decision to move forward must be made within 7 days of that initial meeting.

**Misappropriation.** Misappropriation is the act of taking, without right or leave, that which belongs to another with the intent to keep or with the intent to use wrongfully that which was taken. If the property is sold, the seller remains responsible; but the buyer is also responsible.

In addition to ordinary theft of personal or public property, misappropriation includes, but is not limited to:

- improper removal of furnishings or other items from public areas;
- improper copying of computer software/programs;
- copying or showing of videos in violation of copyright laws;
- improper removal of items from vending machines;
- eating in The Cafe or at The C-Store 2 without paying;
- improper removal of food or other

items from The Café or The C-Store 2;

- improper removal of items from the library;
- unauthorized access to information technologies;
- falsifying time cards;
- misappropriation of corporate or public property (e.g., signs, crates, carts).

Misappropriation is a violation of both the *University Conduct Code* and the *University Honor Code*. Therefore, where a student is accused, the Director of Judicial Affairs, Assistant Director of Judicial Affairs, Dean of Students, or the Vice President for Student Life, at her/his discretion, may charge a student with the violation of either.

**Sanctions.** For the first offense, minimal sanctions include referral to the Director of Judicial Affairs, Assistant Director of Judicial Affairs, or Dean of Students and restitution for or purchase/return of stolen property, plus a fine; and sanctions may include suspension or expulsion. Where university property has been misappropriated for private use, the perpetrator ordinarily will be required to purchase the property at replacement value.

For a second offense, the student should expect suspension from the university or removal from university housing.

### **Physical Assault**

High Point University expects all members of its community to act in respectful and responsible ways towards each other. Physical assault and crimes of violence are subject to prosecution. It is the responsibility of each individual in the University community to become educated about such acts and their consequences.

Where threat of assault or assault and battery exists, the Vice President for Student Life, Dean of Students, or Director of Judicial Affairs may exclude students from campus until the matter is resolved. Where assault or assault and battery occurs, a priority hearing shall be arranged. At the discretion of the Vice President for Student Life, Dean of Students, and Judicial Affairs staff, parties involved may be excluded from campus until the matter is resolved.

*Sanctions.* Where persons are found guilty of assault or assault and battery, they should expect suspension from the university or discipline probation for the remainder of the academic year and fines as well as specialized off-campus treatment and/or other educational sanctions. The University vigorously addresses instances of physical assault and endeavors to preserve a victim's confidentiality.

### **Sexual Misconduct Policy**

Acts of sexual misconduct include: sexual harassment (stalking, cyberstalking or relationship violence) non-consensual contact, non-consensual intercourse (sexual assault), exploitation and other gender-based offenses are classified as crimes of violence that are subject to persecution through both university and local law enforcement authorities. This policy covers complaints of alleged sexual misconduct. If you or someone you know may be the victim of sexual misconduct by another member of the University, you may report such misconduct or file a complaint with the University's Title IX Coordinators:

Students:

- Gail Tuttle  
Vice President of Student Life  
338 Slane Center  
High Point University  
833 Montlieu Ave

High Point, NC 27262  
336-841-9231, gtuttle@highpoint.edu

- Derek Stafford  
Security Manager of Investigations  
104 N. College Admin Building  
High Point University  
1911 N. Centennial St  
High Point, NC 27262  
336-841-9433, dstaffor@highpoint.edu

Athletics:

- April Wines  
Assistant Director for Athletics  
205 Steele Center  
High Point University  
833 Montlieu Ave  
High Point, NC, 27262  
336-841-4645, awines@highpoint.edu
- Derek Stafford  
Security Manager of Investigations  
104 N. College Admin Building  
High Point University  
1911 N. Centennial St  
High Point, NC 27262  
336-841-9433, dstaffor@highpoint.edu

Faculty/Staff:

- Kathy Smith  
Director of Human Resources  
239 Roberts Hall  
High Point University  
833 Montlieu Ave  
High Point, NC 27262  
336-888-3691, kssmith@highpoint.edu
- Derek Stafford  
Security Manager of Investigations  
104 N. College Admin Building  
High Point University  
1911 N. Centennial St  
High Point, NC 27262  
336-841-9433, dstaffor@highpoint.edu

Sexual misconduct can be committed by men or women and can occur between people of the same or opposite sex. It is the responsibility of each individual in the University community to become educated

about such acts, our policies, reporting procedures and potential sanctions.

Sexual misconduct is defined as any act of a sexual nature perpetuated against an individual without consent or when an individual is unable to freely give consent.

**1. Sexual assault (Non-consensual intercourse)** – attempted or completed intercourse or penetration (anal, oral or vaginal), with any body part or any object, by a man or a woman upon a man or a woman, without consent.

**2. Non-consensual contact** – sexual contact with any body part or any object, by a man or a woman upon a man or a woman, without consent. Sexual touching includes but is not limited to any contact with the breasts, buttocks, groin, genitals, or touching another with any of these body parts, or making another touch you or themselves with or on any of these body parts, when such touching would be reasonably and objectively offensive.

**3. Sexual exploitation** – is defined as taking nonconsensual, unjust or abusive sexual advantage of another, for one’s own advantage or benefit; or to benefit anyone other than the individual being exploited. Sexual exploitation encompasses a wide range of behaviors which may include but are not limited to:

- a. Inducing incapacitation with the intent to rape or sexually assault another student;
- b. Non-consensual electronic recording, photographing, or transmitting intimate or sexual knowledge, sounds or images;
- c. Allowing others to observe a personal act of consensual sex without all parties knowledge or

consent;

- d. Engaging in voyeurism;
- e. Knowingly transmitting a sexually transmitted disease, including HIV, to another student;

**4. Sexual Intimidation** includes but is not limited to:

- a. Threatening another person that you will commit a sexual act against them;
- b. Stalking and/or cyber-stalking
- c. Engaging in indecent exposure

**5. Sexual violence** – is defined as any form of unwanted sexual contact obtained without consent and/or obtained through use of force, threat of force, intimidation, or coercion by any person(s). Any violation of the above mentioned policies could constitute sexual violence. Premeditation is not required to be found responsible of this policy.

**Sexual harassment** is a form of discrimination that is unwelcome and is directed at a particular individual or group based on that individual or groups sex or gender stereotypes. Sexual harassment includes but is not limited to verbal, written or physical behavior of a sexual nature, when the behavior is unwelcome and meets either of the following criteria:

1. Quid Pro Quo - Consent to the behavior is reasonably believed to carry consequences or benefits for the student’s education, employment, on campus living or participation in a university activity. Examples of this are the following:
  - a. Sexual behavior for some educational or employment related benefit
  - b. Making a real or perceived threat that rejecting the behavior will carry a negative consequence on

the student's experience at the University

2. The behavior is interfering with the student's work or education performance by creating a hostile environment. A hostile environment is defined by the frequency, nature and severity of the conduct and the effect that the conduct had on the individual or groups mental or emotional state. Examples of this are the following:
  - a. Persistent unwelcome efforts to develop a sexual or romantic relationship;
  - b. Unwelcome sexual advances or requests for sexual favors;
  - c. Unwelcome comments about the individuals body or personal sexual activities;
  - d. Repeated and unwelcome sexually oriented teasing, flirting or joking;

**Consent** – Consent, as defined by High Point University is informed, freely and actively given and mutually understood with either clear words and/or actions that both parties involved are willing to participate in the sexual activity. If coercion, intimidation, threats, and/or physical force are used, there is no consent. If the complainant is mentally or physically incapacitated or impaired so that the complainant cannot understand the fact, nature, or extent of the sexual situation there is no consent; this includes conditions due to alcohol or drug consumption, or being asleep or unconscious. Being intoxicated or under the influence does not remove the responsibility of obtaining and/or giving consent. Whether the respondent has taken advantage of a position of influence over the complainant may be a factor in determining consent. Other factors regarding consent include:

- Consent is mutually understandable when a reasonable person would consider the words and or actions of the parties to have created a situation where all parties understand the agreement.
- If a party is non-verbal or passive, that is not consent, nor can an individual use that as a basis of consent.
- Consent may not be assumed if the individuals involved are currently or have a previous relationship where consent existed.
- Clothing or behaviors do not imply consent.
- Consent “expires” and consent to do one sexual act may not be consent to do other – consent may be withdrawn.

### ***Reporting or filing a complaint about a violation of the sexual misconduct policy***

Complainants of violations of any part of High Point University's sexual misconduct policy may be reported at any time. There is no statute of limitations on when a report can be made; however, complainants are encouraged to make reports promptly in order to best preserve any evidence for a potential disciplinary or legal proceeding. Complainants are strongly encouraged to report incidents of sexual violence to the local police department by calling 911. For incidents that occur on High Point University's campus contact HPU Security Department by calling 336-841-9111, for assistance with on campus procedures as well as providing any assistance with local law enforcement.

***VOLUNTARY CONFIDENTIAL REPORTING:*** If you are the victim of a crime and do not want to pursue

action within the University system or the criminal justice system, you may still want to consider making a confidential report. With your permission, the Chief of Security, Vice President of Student Life, or designee can file a report on the details of the incident without revealing your identity. The purpose of a confidential report is to comply with your wish to keep the matter confidential, while taking steps to ensure the future safety of yourself and others. With such information, the University can keep an accurate record of the number of incidents involving students, determine where there is a pattern of crime with regard to a particular location, method, or assailant, and alert the campus community to potential danger. Reports filed in this manner are counted and disclosed in the annual crimes statistics for the institution.

### *Confidentiality in reporting a violation of the sexual misconduct policy*

High Point University will take all precautions possible to preserve the confidentiality of both the complainant and the respondent during an investigation of a reported violation of the sexual misconduct policy. However, students must be aware that the University is required by federal law to inform the community of the occurrence for the protection of all members of the community if the violation is found to meet the conditions of imminent harm to the community. Also, the University cannot control confidentiality of other students who may be involved as witnesses.

Students need to understand that due to Title IX compliance, University officials will do everything they can to meet the wishes of the student regarding their request for confidentiality or not moving pursuing a hearing. However, the Title IX Coordinator is required to move forward

with an investigation and take reasonable action in response to the complaint, no matter how limited those steps may be. Title IX requires the University to evaluate the request of the complainant next to the University's concern for the well being, safety and non-discriminatory environment that they strive for. Even if the University is unable to take disciplinary action against the respondent the University will take any prompt and effective steps to prevent the sexual misconduct from recurring.

### *Retaliation in reporting a violation of the sexual misconduct policy*

It is a violation of University policy to retaliate against any person making a complaint or cooperating with the investigation of a complaint of any form of Sexual Misconduct. "Retaliation" can include but is not limited to intimidation, threats, harassment, and other adverse action threatened or taken against any complainant or third party. If retaliation of any form occurs it should be reported to the Title IX Coordinator and those reports may result in disciplinary action separate from those of Sexual Misconduct violations against the retaliatory violators.

### *The process of a violation of the sexual misconduct policy*

Once the initial report is made there are options for the complainant. Those options are the following:

1. *Wishes to remain confidential and does not want a hearing/resolution:*  
As stated in the section above about confidentiality, the Title IX Coordinator and University Officials will do their best to respect that request, however, due to Title IX the University must do at least a preliminary investigation and take prompt and reasonable steps given the complainants information. The

University can never ensure complete confidentiality.

- 2. Interest to move forward with a hearing/resolution:* If the complainant is interested in moving forward with a hearing/resolution they will give the name of the accused student to the investigator for them to move forward with an initial meeting with that individual to let them know what they are being accused of and give them an understanding of the policies and accusations. If the respondent acknowledges the actions then there may be an informal resolution handled by the Vice President for Student Life, Dean of Students and/ or Director of Judicial Affairs. If the respondent does not acknowledge the actions, a formal hearing will take place as a priority hearing within approximately 10 days of the complainant's decision to move forward with a formal hearing.

A formal hearing consists of a panel of student and faculty justices that are members of the Student Judicial Board. The hearing panel will be comprised of six student justices and two faculty justices, chaired by the Chief Justice, which is an elected member of the Student Government Association. All members of the Student Judicial Board receive annual training regarding the Sexual Misconduct Policy.

When preparing for the formal hearing equal access and resources are given to both the complainant and respondent. They will each be notified of the hearing in a formal letter outlining the date, time and location of the hearing as well as the policy that was violated. If either party does not appear, as stated in the

notification letter the Chief Justice in conjunction with University officials may determine to postpone the proceedings or direct that the hearing continue and make a determination based on the evidence available.

For violations of sexual misconduct both the complainant and respondent may have advisers present to support them during this process. The adviser may not be an attorney. Advisers may not ask direct questions to any party at the hearing but may consult with the student he or she is assisting. If an adviser's presence infringes on the process an adviser may be asked to leave.

For violations of the sexual misconduct policy the Department of Education's Office of Civil Rights has interpreted Title IX to require schools to evaluate evidence and witness testimony under a "preponderance of the evidence." This means that the information needs to show that it is "more likely than not" that a violation of the policy occurred.

*Sanctioning* – If found responsible for a violation of the High Point University Sexual Misconduct Policy sanctions may include fines, disciplinary probation, mandated counseling, reassignment or removal of university housing and/ or suspension or expulsion from the University. The adjudicating body may include additional sanctions dependent on the nature of the violation.

Both complainant and respondent are informed of the outcome of the hearing at the conclusion of the hearing. Both parties may also appeal the outcome of the formal hearing

to the Executive Committee by meeting with Dr. Don Scarborough at [dscarbor@highpoint.edu](mailto:dscarbor@highpoint.edu) within 5 business days of the hearing. After that initial meeting, the appealing party will have 7 business days to decide if he/she is definitely moving forward with that process. If appealed, no resolutions by the original hearing panel go into effect until the outcome of the appeal to the Executive Committee.

In all cases, no matter which choice the complainant makes the University representative handling the case will take reasonable and practical steps to protect the complainant and respondent equally as outlined by Title IX. These steps could vary depending on the complaint from a “no contact” between the individuals to further steps such as separating them in housing, academic, and employment situations. Violations of these directives and protective actions may lead to additional disciplinary actions.

### **Destruction of Property**

Although students who destroy property belonging to others should expect suspension or expulsion, the following minimal sanctions have been established:

**First Offense.** Contingent upon the severity of the offense, sanctions shall ordinarily include restitution and suspension or expulsion.

**Second Offense.** For the second offense, sanctions up to and including removal from university housing, suspension or expulsion may be imposed.

### **Tampering of Property and University Equipment**

No University equipment may be moved, altered, or effected without university permission.

### **Freedom of Assembly/Expression**

High Point University is committed to the principles of free speech and free expression; yet, just as the American people often must subordinate free speech and free expression to the common good, whether voluntarily or legally, the members of the university community have such a responsibility. Furthermore, as an educational institution, High Point University has a responsibility to you and to other members of the university community to require civil behaviors. In fact, you have a right to expect your university to act with civility. Therefore, since, as it were, you “become” High Point University when you enroll; you must act with civility, whether on campus or off. For example:

- it is unacceptable for your university to flaunt stickers or banners which are crude, vulgar, or otherwise not consistent with the principles of civility; therefore, it is unacceptable for you—being, as you are, High Point University – to flaunt such symbols;
- it is unacceptable for your university to give away T-shirts or other items which are vulgar or which advocate anti-social behaviors; therefore, because you are High Point University, it is unacceptable for you to wear items advocating such behaviors;
- it is unacceptable for your university to treat persons as toys or lesser things; therefore, it is unacceptable for you to use or otherwise abuse people;
- it is unacceptable for your university to litter, to allow garbage to accumulate, to dispose of trash or property improperly, or to otherwise degrade our neighborhood or the property of our neighbors; therefore, because you are High Point University, it is unacceptable for you to engage in such behaviors, whether on campus or off;

- it is unacceptable for your university to be crude, lewd, or boisterous in the cafe or in other public environments; therefore, because you are High Point University, it is unacceptable for you to engage in such behaviors;
- it is unacceptable for your university to fly a flag which – regardless of its place in history – symbolizes for many members of your community and the larger community servitude and second-class citizenship; therefore, because you are High Point University, it is unacceptable for you to display such a symbol;
- it is unacceptable for your university to be crude, lewd, demeaning, or uncivil to visiting athletic teams or other campus visitors – even if in response to such behaviors; therefore, because you are High Point University, it is unacceptable for you to evidence poor sportsmanship or other uncivil behaviors.
- Don't say anything about someone else that you would not want said about yourself. Be gentle with yourself as well.
- Have fun but be responsible and safe.

***Moreover, just as the company which hires you has the legal right – as established by the courts – to require civility, the university which voluntarily admits you and which commits itself to preparing you to achieve both personally and professionally, has such a responsibility and, if necessary, such a right.***

***Assembly.*** Although members of the university community enjoy the privilege of assembly, the university reserves the right to restrict the times and places of such assembly, to charge for the use of university facilities, to establish behavioral and procedural guidelines, and to restrict access to university property by persons who are not members of the university community. During approved assemblies, activities and behaviors should be consistent with the goals established for educational support services and campus life and with the preamble to the University Conduct Code.

***Scheduling.*** Campus organizations and individuals must register activities which utilize university facilities for purposes of assembly by contacting Campus Concierge or going online. Facilities may be reserved through [www.highpoint.edu](http://www.highpoint.edu).

***University Calendar.*** In order to prevent conflicts between activities of campus organizations, no university-related event should be considered scheduled and no university-related event should be announced until it is listed on the *University Calendar*. Contact the Campus Concierge to list an event on the university's calendar.

***Invited Guests.*** The university reserves

## Facebook

This is a tool that allows users to express themselves and an opportunity to create new communities. We offer the following suggestions regarding your profile and use of this social networking tool.

- Present your identity in a manner that is legal, appropriate and safe.
- Remember, your postings on Facebook remain accessible to the rest of the world on the Internet even if you take it down or change it. Review closely how you want to “brand” yourself on the Internet for the current time as well as the future.
- Watch what you say. If you post an alleged fact about someone that proves incorrect, you may be liable for damages under either defamation or libel.

the right to deny access to speakers if:

- the ideas advanced are incompatible with the composite goals established for educational support services and campus life;
- the presence of the guest threatens the safety or security of members of the High Point University community.

**Meeting Areas.** Organizations which reserve campus space are responsible for proper utilization of that space:

- smoking and use of tobacco is prohibited at the university;
- if the furniture in a room is moved from its “home” position by persons or organizations using the room, those same individuals are responsible for returning the furniture to its “home” position immediately following the meeting;
- where groups or organizations arrange for tables, chairs, or other equipment to be provided in meeting rooms, those same persons are responsible for assuring that the items are removed as soon as feasible and by noon on the next day at the latest, after which the furniture in the room must be returned to its “home” position;
- when a work order is submitted requesting maintenance to set-up rooms for programs or activities, a work order should also be submitted requesting that the room be returned to the “home position” by noon on the next day;
- tacks and staples are prohibited;
- tape may be used only on wood, glass, or cinderblock and must be removed following the event;
- additional regulations may be established for the separate facilities.

**Notices/Posters.** Persons and organizations distributing or posting printed notices on campus are responsible for the content and are expected to follow established policies. These printed materials must be approved by the Campus Concierge. The following include helpful tips for printing publications and need to be submitted to the Campus Concierge:

- the name of the person or organization distributing or posting any notice must appear on the notice;
- only members of High Point University community may distribute notices on campus without the specific approval of the Office of Student Life;
- all notices should contain the following phrase **date posted** and the phrase **removal date**, along with appropriate dates;
- notices should only be posted on bulletin boards;
- notices should not be posted on doors or walls;
- notices should not be posted in the cafeteria;
- notices and residue must be removed within 24 hours of the removal date indicated;
- only official university notices may be distributed to students, faculty, and staff through the campus postal system.

**Fines.** When fines are levied, they should be paid at the Office of Student Accounts within two weeks, after which they will be added to your account, in which case a late fee in the amount of \$20 will be added.

**Fire Protection Devices.** North Carolina Criminal Law (General Statutes 14-286) dictates a maximum fine of \$500, imprisonment for not more than six (6) months, or both, for persons found

guilty of giving false alarms or willfully misusing or abusing fire protection equipment.

**Sanctions.** Criminal prosecution may result. University sanctions up to and including suspension or expulsion may be imposed.

### **Unauthorized Entry/Trespassing.**

Disciplinary sanctions shall be imposed for breaking and entering a private room, whether locked or unlocked, or for entering a public room without proper authorization when the room is locked.

**Sanctions.** On the first offense, the student should expect a fine of \$100 and suspension for a period of time not less than one semester; on the second offense, the student should expect expulsion from the University.

**Fireworks.** The possession or use of fireworks or other explosives on university property is specifically prohibited.

**Sanctions.** Violators of this policy should expect sanctions ranging from fines and probation up to suspension or expulsion.

### **Failure to Comply with the Directions of University or Other Officials:**

Failure to comply with the directions of High Point University officials (security, faculty, residence life and housing staff, etc.) or other appropriate off-campus authorities, including law enforcement officials acting in the performance of their duties, is a serious offense. Such conduct as failure to provide ID and disrespectful, uncooperative, abusive, or threatening behavior in and out of the classroom will be dealt with severely. Other examples of failure to comply:

- When directed to do so, students shall appear before University official or student conduct bodies

- Disregarding the terms of a sanction by failing to uphold any requirements or deadlines related to sanctions in place due to a previous Conduct Code violation. This includes but is not limited to any program requirements (Peer Mentor Programs, Dinner Club, etc.); counseling requirements, random drug testing, etc.

If a student is found responsible for failure to comply he/she should expect a fine and potentially be referred to the Vice President of Student Life, Dean of Students or Director of Judicial Affairs for further student conduct action.

**Harassment, General.** All forms of harassment are strictly prohibited.

**Definition.** Harassment is any activity by any individual, group, or organization which is intended to annoy, antagonize, or exhaust other persons. Such activities include, but are not limited to, frequent name calling, degradation of character, prank calls, or other activities which, by nature, are so profound as to cause or potentially cause mental anxiety, mental distress, panic, human degradation, public embarrassment, and/or humiliation.

**Redress.** Students who believe that they are being harassed should, when feasible, first clearly advise the perpetrator(s), if known, that the behavior is unacceptable. If the behavior continues or if the perpetrator is unknown, the student should then consult with a university counselor, with the Vice President for Student Life, Dean of Students, with the Senior Director of Student Life, or with another university administrator who shall seek mediation of the conflict. Absent such mediation, either the student or the university may seek disciplinary or other corrective action.

**Sanctions.** In the event that charges of harassment cannot be mediated, the

perpetrator(s) should expect suspension, expulsion, or Conduct Court.

### **Stalking.**

(according to N.C. Statute 14-277.3): Occurs when a person willfully on more than one occasion follows or is in the presence of another person without legal purpose and with the intent to cause death or bodily injury or with the intent to cause emotional distress by placing that person in reasonable fear of death or bodily injury. If committed with the intent to cause reasonable fear of death or bodily injury, the following examples MAY constitute stalking:

- Unwanted and/or threatening mail, phone calls, e-mails, text messaging, etc
- Persistent physical approaches and/or requests for dates, meetings, etc.
- Following a person or coincidentally showing up at places a person frequents
- Waiting outside a person's residence, school, or place of employment
- Vandalism/destruction of a person's personal property
- Breaking into a person's car or residence

**Redress.** Students who believe that they are being stalked should notify the Office of Security immediately. Absent any type of mediation, either the student or the university may seek disciplinary or other corrective action, including but not limited to, referral to Conduct Court.

**Sanctions.** In the event that charges of stalking cannot be mediated, the perpetrator(s) should expect suspension, expulsion, or Conduct Court.

### **Cyberstalking:** (N.C. Statute 14-196.3)

Occurs when a person uses electronic mail or electronic communication to convey any words or language threatening to inflict bodily harm to a person, or physical injury to the property of any person, or for the purpose

of extorting money or other things of value from a person; to communicate to another repeatedly, for the purpose of abusing, annoying, threatening, terrifying, harassing, or embarrassing any person; to knowingly make any false statement concerning death, injury, illness, disfigurement, indecent conduct, or criminal conduct of the person electronically mailed or of any member of the person's family or household with the intent to abuse, annoy, threaten, terrify, harass, or embarrass. If committed with the intent and for the purpose of abusing, annoying, threatening, terrifying, harassing, or embarrassing, the following examples MAY constitute cyberstalking:

- Unwanted/unsolicited e-mail, phone calls, or text messages
- Unwanted/unsolicited talk request in chat rooms
- Disturbing messages on online bulletin boards
- Unsolicited communications about a person, their family, friends, acquaintances, and coworkers
- Identity theft (using someone's social security number to obtain credit cards fraudulently in their name)
- Sending/posting disturbing messages with another user name

**Redress.** Students who believe that such behavior is occurring, should notify the Office of Security immediately. Absent any form of mediation, either the student or the university may seek disciplinary or other corrective actions, including but not limited to Conduct Court.

**Sanctions.** In the event that charges of cyberstalking cannot be mediated, the perpetrator should expect suspension, expulsion, or Conduct Court.

**Hazing.** Chartered organizations and groups may require ceremonies of initiation

provided participation can be judged reasonable and justifiable as a means of induction. No group or organization, however, whether chartered or not, may practice hazing.

**Definition.** Specifically, no group or organization may subject members, potential members, or non-members to activities which harass, intimidate, seriously exhaust, impart pain, cause undue mental fatigue or mental stress, or which cause mutilation or alteration of the body or parts of the body. Such activities include, but are not limited to, paddling, tests of endurance, submission of members or prospective members to potentially dangerous or hazardous circumstances, activities which have foreseeable potential for resulting in personal injury, or any activity which, by its nature, could cause physical pain, severe mental anxiety, mental distress, panic, human degradation, public embarrassment and/or humiliation. It shall not constitute a defense against a charge of hazing that the person participated voluntarily, that (s)he voluntarily assumed the risks or hardships of the activity, or that no injury, in fact, occurred.

**Redress.** Students who believe that they are being subjected to hazing should, where feasible, first clearly advise the perpetrator that his/her behavior is unacceptable. If the behavior continues, the student should then consult with a university counselor, with the Vice President for Student Life, the Dean of Students, with the Senior Director of Student Life, or with another university administrator who shall seek mediation of the conflict. Absent such mediation, either the student or the University may seek disciplinary or other corrective action.

**Sanctions.** Organizations found guilty of hazing should expect to have their charters withdrawn, and members of the organization, individually or collectively,

should expect suspension, expulsion or Conduct Court.

**Cyber-bullying.** Cyber-bullying is the use of information and communication technologies to support deliberate, repeated, and hostile behavior by an individual or group, that is intended to harm others. Cyber-bullying can be as simple as continuing to send e-mail to someone who has said they want no further contact with the sender, but it may also include threats, sexual remarks, pejorative labels (i.e., hate speech), ganging up on victims by making them the subject of ridicule in forums, and posting false statements as fact aimed at humiliation.

Cyber-bullies may disclose victims' personal data (e.g. real name, address, or workplace/schools) at websites or forums or may pose as the identity of a victim for the purpose of publishing material in their name that defames or ridicules them. Some cyber-bullies may also send threatening and harassing emails and instant messages to the victims, while other post rumors or gossip and instigate others to dislike and gang up on the target.

**Sanctions.** Individuals found responsible for cyber-bullying should expect referral to the Dean of Students or Vice President of Student Life, civility education, writing a developmental essay on topic determined by sanctioning officer, disciplinary probation and/or parental notification.

**Missiles.** Throwing or hitting missiles (e.g., Frisbees, golf balls, snowballs) can be fun—unless it causes damages to persons or property. The following areas are suggested for such activities: The International Promenade (in the mall area away from the buildings); the intramural fields, and the valley between the Slane University Center and the Hayworth Park. A \$20 sanction as well as restitution for any

damages will be imposed for throwing or hitting missiles in the vicinity of buildings or cars; and additional sanctions will be imposed in the event of injury to persons or damage to property.

**Public Events.** Certain behaviors are routinely expected of persons attending public events, both on campus and off.

**Athletic Events.** During more than 40 years of NAIA- and/or NCAA-associated play, High Point University has established a reputation for good sportsmanship among coaches, players, and fans. Your attention is called to the following:

- it is unacceptable for your university to be crude, lewd, demeaning, or uncivil during athletic events; therefore, since you are High Point University, it is unacceptable for you to evidence such behaviors at athletic events, whether on campus or off;
- the NCAA prohibits tobacco use among players and coaches at NCAA athletic events;
- both the university and the NCAA prohibit alcohol at NCAA athletic events, including the sidelines.

**Sanctions.** Violations of behavioral guidelines for intercollegiate athletic events may result in disciplinary sanctions, including, but not limited to, expulsion from the game and exclusion from future events. If you are expelled or excluded from games, you must leave the field or facility immediately.

**Cultural Events.** The following guidelines should be followed when attending cultural events, whether on campus or off:

- professional dress ordinarily should be worn, especially at events scheduled off-campus;

- dress codes, if announced, must be respected;
- caps should be removed;
- persons should be seated at least five minutes before the event is scheduled to commence;
- should it be necessary to enter or exit the room during the event, such movements should occur between numbers or acts;
- disruptive behavior, including, but not limited to, unnecessary coughing, inappropriate laughter, talking, and whispering are unacceptable;
- activities, including studying, and behaviors which show disrespect for the performer and/or for members of the audience are unacceptable.

**Communicating Threats.** Any threat of violence that is issued and communicated via any medium (including electronic communication) which the University interprets as posing a danger to High Point University property, people, or the community will not be tolerated. Students who experience such threats should contact Security, 336-841-9111 immediately.

**Sanctions.** Criminal prosecution may result. University sanctions up to and including suspension or expulsion may be imposed. If a potential threat is evident and imminent, the violating student risks immediate removal from campus and residential housing. Immediate mediation will occur by the Student Life staff and security; should the situation reach an amicable resolution by all parties, a no contact agreement will be mandated and required for all students.

**Violations Motivated by Race, Gender, Sexual Orientation, Religion, and other Factors Specified in the university Non-Discrimination Statement**

**Sanctions.**

1st offence: \$100 fine, Civility Training, loss of one housing priority, letter of apology, and a no contact provision

2nd offence: Appropriate fines, cancellation of housing privileges and sanctions up to and including suspension or expulsion, as determined on a case-by-case basis.

**Vehicles.** The possession and/or operation of vehicles on campus is a privilege, not a right.

**Registration.** Students must register all vehicles which they park on campus with the Security Department.

**False Registration Violations.** Any attempt to falsify information of or pertaining to vehicle registration is an Honor Code violation and is punishable by at least a \$500 fine and the loss of the privilege of registering or driving a vehicle on campus for a six month period.

**Parking Violations.** Parking violations include parking where signs prohibit, parking in restricted areas, parking on grass, unmarked areas or sidewalks, parking in fire lanes or no-parking zones, blocking moving or parked vehicles, or improper display of the required registration decals. The sanction for each offense is at minimum \$30. The University reserves the right to tow any vehicle that, in the sole discretion of the security chief, poses a hazard or immobilizes any pathway or possesses unpaid parking citations.

**Moving Violations.** Moving violations include reckless driving, driving in excess of 15 MPH, failure to yield, failure to stop for stop signs, failure to stop at a security checkpoint, failure to bear right at circles, and failure to follow the direction of an officer. The recreational

use of vehicles, including motor bikes, on campus is prohibited. Such prohibition includes driving on the grass or other areas not intended for vehicles, creating unauthorized pathways, allowing a person to ride in a dangerous manner, and towing a person on a skateboard, bicycle, or similar conveyance.

The recreational use of vehicles, including motor bikes, on campus is prohibited. Such prohibition includes driving on the grass or other areas not intended for vehicles, creating unauthorized pathways, allowing a person to ride in a dangerous manner, and towing a person on a skateboard, bicycle, or similar conveyance.

**Schedule of Fines:**

Currently all unsafe driving, which includes reckless driving, driving in excess of 15 MPH, failure to yield, failure to stop for stop signs, failure to stop at a security checkpoint, failure to bear right at circles, and failure to follow the direction of an officer.

**Fines are as follows:**

- 1st offense will accrue a \$75 fine and will be assigned 10 hours of community service.
- 2nd offense will accrue a \$100 fine and will be assigned 20 hours of community service.
- 3rd offense will accrue a \$200 fine and will be assigned 30 hours of community service with a seizure of the assigned decals to said vehicle, with a loss of university driving privileges.

In the event that injury or damage results, sanctions up to and including suspension or expulsion may be imposed.

### ***Parking & Moving Violation Appeals Procedure.***

1. If the violator chooses to appeal a parking/moving violation citation they may do so online and only online at [www.highpoint.edu/parking](http://www.highpoint.edu/parking) within (7) seven days of the receipt of their citation. The appeal should include a detailed description of why the citation should be considered improper or invalid. Appeals submitted after (7) seven days of the time and date of the citation will not be accepted.
2. The Appeals Officer, will review the written appeal and may:
  - a. Grant the appeal and forgive the violation
  - b. Reduce the fine
  - c. Deny the appeal
3. If the appeal is denied by the Appeals Officer, the appellant may appeal further to the Board of Appeals. This board will consist of (1) HPU Student, (1) Security Staff Member and (1) HPU Staff or Faculty Member. The Board of Traffic Appeals shall meet monthly or as needed. The decision of the Board of Traffic Appeals is final.

**Weapons.** North Carolina law (G.S. 14-269.2) prohibits students from carrying weapons on educational property:

***G.S. 14-269.2.b.*** It shall be a Class I felony for any person to possess or carry, whether openly or concealed, any gun, rifle, pistol, or other firearm of any kind, or any dynamite, cartridge, bomb, grenade, mine, or powerful explosive, as defined in G.S. 14-284.1, on educational property.

***G.S. 14-269.2.c.*** It shall be a Class I felony for any person to cause, encourage, or aid a minor who is less than 18 years old to possess or carry, whether openly or concealed, any gun, rifle, pistol, or other

firearm of any kind, or any dynamite, cartridge, bomb, grenade, mine, or power explosive as defined in G.S. 14-284.1, on educational property.

***G.S. 14-269.2.d.*** It shall be a misdemeanor for any person to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for any personal shaving), and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance, on educational property.

***G.S. 14-269.2.e.*** It shall be a misdemeanor for any person to cause, encourage, or aid a minor who is less than 18 years old to possess or carry, whether openly or concealed, any BB gun, air rifle, air pistol, bowie knife, dirk, dagger, slingshot, leaded cane, switchblade knife, blackjack, metallic knuckles, razors and razor blades (except solely for any personal shaving), and any sharp-pointed or edged instrument except instructional supplies, unaltered nail files and clips and tools used solely for preparation of food, instruction, and maintenance, on educational property.

***Sanctions.*** Students who violate the above policies should expect suspension or expulsion for the university and referral to law enforcement agencies.



# Uniform Guidelines

## Summary of frequently imposed sanctions

Sanctions listed are for typical violations of the University Conduct Code. Per the discretion of the Director of Judicial Affairs, sanctions not indicated may be additionally imposed. For atypical violations, the full range of sanctions enumerated in *A Guide to Campus Life* may be imposed. For additional information, consult the appropriate section of *A Guide to Campus Life*. **Also, during mandatory quiet hours (Final Examination period) or during breaks, if a student incurs fines and sanctions, they are doubled in amount.**

*Prior violations: When a student has a prior judicial violation and incurs a subsequent violation, this will result in additional fines, community service hours, counseling referrals, disciplinary probation, and other sanctions as determined on a case-by-case basis. Such behavior and judicial infractions can be a deterrent from academic success and the university is committed to a student's development and success in and out of the classroom.*

VIOLATIONS	DESCRIPTION	FINES	COMMENTS
1st ALCOHOL	Distribution: first offense	\$175	Discipline Probation, Mandatory Individual Counseling, Substance Education, Parental Notification
2nd ALCOHOL	Distribution: second offense	\$250	Probable suspension
1st ALCOHOL	Possession/ consumption: first offense	\$75	Substance Education, Parental Notification
2nd ALCOHOL	Possession/ consumption: second offense	\$100	Substance Education, Individual Counseling, Parental Notification
3rd ALCOHOL	Possession/ consumption: third offense	\$200	Discipline Probation, Parental Notification, Mandatory Counseling, Substance Education
ALCOHOL	Underage & Alcohol Present: 1st Offense	\$50	Additional referrals result in \$50.00 increases to each repeated offense with substance education.
ALCOHOL	Open Container	\$100	
ALCOHOL	Paraphernalia	\$25	Additional referrals result in \$25.00 increases to each repeated offense.
ALCOHOL	Unauthorized party by Greek organization or residents	\$100	Fine payable by organization or for non-Greek houses, by house residents.
APPLIANCES	Prohibited	\$20	Per appliance
BURNS	From cigarettes, et cetera	\$50	Per burn (or full cost of repair/ replacement)

CHECK-OUT	Failure to clean room prior to check-out	\$50	You may be charged additional fees for cleaning the room
CHECK-OUT	Failure to remove all objects from room prior to check-out	\$50	You may be charged additional fees for removal if labor is not routine
CHECK-OUT	Failure to properly dispose of property/trash	\$50	You may be charged additional fees for removal if labor is not routine
CHECK-OUT	Failure to check out with University official or Resident Assistant, or properly complete Express Check-out	\$50	
CONTROLLED SUBSTANCES	Illegal possession of controlled substances		The full range of sanctions, including exclusion, suspension, expulsion, parental notification and/or referral to drug enforcement agencies, may be imposed. Minimum fine of \$350, mandatory counseling (Individual and Substance Education), random drug testing, potential removal from assigned housing and disciplinary probation
CONTROLLED SUBSTANCES	Illegal possession of drug paraphernalia		The full range of sanctions, including exclusion, suspension, expulsion, parental notification and/or referral to drug enforcement agencies, may be imposed. Minimum fine of \$350, mandatory counseling (Individual and Substance Education), random drug testing, potential removal from assigned housing and disciplinary probation
CONTROLLED SUBSTANCES	Illegal distribution of controlled substances		The full range of sanctions, including exclusion, suspension, expulsion, parental notification and/or referral to drug enforcement agencies, may be imposed. Minimum fine of \$500, mandatory counseling (Individual and Substance Education), random drug testing, potential removal from assigned housing and disciplinary probation
DECORUM	Inappropriate behavior at all university sponsored functions or on HPU property	\$100	You should expect exclusion and additional sanctions including civility education
DECORUM (Fighting)	Inappropriate behavior in cafeteria and other public areas	\$100	You should expect exclusion and additional sanctions including civility education

DECORUM	Inappropriate behavior at cultural events	\$100	You should expect exclusion and additional sanctions including civility education
DESTRUCTION	First offense	Pay Cost	Restitution or mandatory purchase; additional sanctions up to suspension/expulsion.
DESTRUCTION	Second offense	Variable	Restitution or mandatory purchase; student should expect suspension/expulsion; removal from residential hall; double fines imposed.
FAILURE TO COMPLY		Variable	Based on offense
FIREWORKS	Possession or use	\$100	You should expect probation, exclusion or suspension
HALL MEETING	Failure to attend	\$15	
HARRASSMENT	General		You should expect suspension or expulsion
HARRASSMENT	Sexual		You should expect suspension or expulsion
HAZING	General		You should expect suspension or expulsion. Organizations should expect suspension or loss of charter
IDENTIFICATION	Failure to present identification	\$20	
IDENTIFICATION	False Identification (possession)	\$100	20 Hours of Community Service
INSUBORDINATION	Verbal Abuse of University Official or Staff Member and/or Dishonesty	\$100	Referral to Vice President for Student Life, Dean of Students, or Director of Judicial Affairs who may impose additional sanctions, including suspension/expulsion, loss of campus housing and civility education
MISAPPROPRIATION	Possession of stolen property	\$100	Referral to the Dean of Students who may impose additional sanctions up to counseling and probation/suspension/expulsion; restitution or mandatory purchase
MISAPPROPRIATION	Misappropriation of public property for personal use	Variable	Referral to the Dean of Students who may impose additional sanctions up to suspension/expulsion; restitution or mandatory purchase
MISAPPROPRIATION	Second offense	Variable	You should expect suspension/expulsion; restitution or mandatory purchase

MISSILES	Playing frisbee/golf, etc. near buildings/ vehicles	\$20	Restitution in case of damage or harm
MISSILES	Hard snowballs or other objects	\$20	Restitution in case of damage or harm
MISSILES	Throwing trash or other objects from windows	\$100	Restitution in case of damage or harm; possible loss of housing
POLLUTION	Noise	\$50	Possible confiscation until equipment is removed from campus
PETS		\$25	Per day
ROOM CHANGE	Unauthorized	\$25	You may be required to move back to original room or to another room
SAFETY	Hanging banners/ drapes from ceilings/ walls	\$25	Possible confiscation
SAFETY	Fire hazards	\$25	Correction required and possible confiscation
SAFETY	Misuse of fire alarms of other fire safety equipment	\$150	Referral to Vice President for Student Life or Director of Judicial Affairs who may impose additional sanctions such as probation. North Carolina Criminal Law [Statute 14-2686] mandates a maximum fine of \$500, or imprisonment, or both
SAFETY	Failing to stop at security checkpoint	\$250	Referral to office of Campus Security
SAFETY	Violating perimeter security	\$250	Referral to office of Campus Security
SAFETY	Being in restricted areas. Ex. roofs, construction sites, etc.	\$100	And may be required to move to another residential location.
SECURITY	Propping outside security doors open	\$100	Referral to Dean of Students or Director of Judicial Affairs who may impose additional sanctions
SECURITY	Loss/Replacement replacement of key	\$50	
SECURITY	Loss of passport	\$50	
SMOKING/USE OF TOBACCO	1st Offense	\$50	5 - 10 Hours of community service and/or 3-5 page paper on harmful effects of tobacco

	2nd Offense	\$75	10-15 Hours of community service
	3rd Offense	\$100	15-20 Hours of community service and referral to Director of Judicial Affairs
	4th Offense	\$200	Immediate referral to Director of Judicial Affairs and disciplinary probation

TAMPERING (see misappropriation)

TAPE	Damage to walls	\$15	Minimum per site (or cost of professional repair)
TRASH	Failure to take trash to designated bins	\$25	
TRASH	Setting trash in hallways or stairways	\$25	
TRASH	Throwing trash or objects from windows	\$100	Referral to Dean of Students or Director of Judicial Affairs who may impose additional sanctions, including, but not limited to, restitution and loss of housing/room payment
TRESPASSING/ BREAKING AND ENTERING	Trespassing or breaking and entering University property	\$250	Referral to Director of Judicial Affairs who may impose additional sanctions
VEHICLES	Failure to register	\$30	For each 24 hours period that the vehicle is not registered
VEHICLES	False registration	\$500	
VEHICLES	Parking violations	\$30	\$5 discount if paid within seven calendar days

VEHICLES

Currently all unsafe driving, which includes reckless driving, driving in excess of 15 MPH, failure to yield, failure to stop for stop signs, failure to stop at a security checkpoint, failure to bear right at circles, and failure to follow the direction of an officer

Fines are as follows:

1st offense will accrue at \$75 fine and will be assigned 10 hours of community service.

2nd offense will accrue a \$100 fine and will be assigned 20 hours of community service.

3rd Offense will accrue a \$200 fine and will be assigned 30 hours of community service with a seizure of the assigned decals to said vehicle, with a loss of university driving privileges

VISITATION	Failure to register overnight guest	\$20 per night	
WEAPONS	Explosive Devices, Knives, Other		See Weapons: NC Law

## NOTES

## NOTES



At High Point University,  
every student receives an extraordinary  
education in an inspiring environment  
with caring people.<sup>SM</sup>



**HIGH POINT UNIVERSITY**

**833 Montlieu Avenue  
High Point, NC 27262 USA  
[highpoint.edu](http://highpoint.edu)**