CSU System Policies and Regulations

Availability of Institutional And Financial Assistance Information

The following information concerning student financial assistance may be obtained from the Director of Financial Aid, California State University, Chico, California 95929, 530-898-6451:

1. A description of the federal, state, institutional, local, and private student financial assistance programs available to students who enroll at CSU, Chico.
2. For each aid program, a description of procedures and forms by which students apply for assistance, student eligibility requirements, criteria for selecting recipients from the group of eligible applicants, and criteria for determining the amount of a student's award.
3. A description of the rights and responsibilities of students receiving financial assistance, including federal Title IV student assistance programs, and the continued student eligibility under each program.
4. The satisfactory academic progress standards that students must maintain for the purpose of receiving financial assistance and criteria by which the student who has failed to maintain satisfactory progress may reestablish eligibility for financial assistance.
5. The method by which financial assistance disbursements will be made to students and the frequency of those disbursements.
6. The terms of any loan received as part of the student's financial aid package, a sample loan repayment schedule, and the necessity for repaying loans;
7. The general conditions and terms applicable to any employment provided as part of the student's financial aid package;
8. The responsibility of CSU, Chico for providing and collecting exit counseling information for all student borrowers under the federal student loan programs; and
9. The terms and conditions for deferment of loan payments for qualifying service under the Peace Corps Act, the Domestic Volunteer Service Act of 1973, or comparable volunteer community service programs.

Information concerning the cost of attending California State University, Chico is also available from the Director of Financial Aid, California State University, Chico, California 95929, 530-898-6451, and includes fees and tuition (where applicable); the estimated costs of books and supplies; estimates of typical student room, board, and transportation costs; and, if requested, additional costs for specific programs.

Information concerning the refund policies of California State University, Chico for the return of unearned tuition fees or other refundable portions of institutional charges is available from Student Financial Services, California State University, Chico, California 95929, 530-898-5936.

Information concerning policies regarding the return of federal Title IV student assistance funds as required by regulation is available from the Financial Aid Business Office, California State University, Chico, California 95929, 530-898-6278.

Information regarding special services and facilities available to students with disabilities may be obtained from the Associate Director of Educational Equity Services, California State University, Chico, California 95929, 530-898-5950.

Information concerning CSU, Chico policies, procedures, and facilities for students and others to report criminal actions or other emergencies occurring on campus may be obtained from the Director of the University Police Department, Yuba Hall, 530-898-5372.

Information concerning the prevention of drug and alcohol abuse, and rehabilitation programs may be obtained from the Director of the University Police Department, Yuba Hall, 530-898-5372, or the Campus Alcohol/Drug Education Center (CADEC), 310 Salem, 530-898-6450.

Information regarding student retention and graduation rates at California State University, Chico and, if available, the number and percentage of students completing the program in which the student is enrolled or has expressed interest may be obtained from the Registrar and Director of Student Records and Registration, CSU, Chico, California 95929-0720, 530-898-4577.

Information concerning athletic opportunities available to male and female students and the financial resources and personnel that CSU, Chico dedicates to its men's and women's teams may be obtained from the Director of Athletics, CSU, Chico, California 95929-0300, 530-898-6470.

Information concerning teacher preparation programs at CSU, Chico, including the pass rate on teacher certification examinations, may be obtained from the Education Services Center Director, CSU, Chico, California 95929-0480, 530-898-6391.

Information concerning admissions procedures for students who feel aggrieved in their relationship with the University, its policies, practices and procedures, or its faculty and staff may be obtained from the Director of Student Judicial Affairs, CSU, Chico, California 95929-0125, 530-898-6897.

The federal Military Selective Service Act (the “Act”) requires males residing in the United States to present themselves for registration with the Selective Service System within thirty days of their eighteenth birthday. Most males between the ages of 18 and 25 must be registered. Males born after December 31, 1959, may be required to submit a statement of compliance with the Act and regulations in order to receive any grant, loan, or work assistance under specified provisions of existing federal law. In California, students subject to the Act who fail to register are also ineligible to receive any need-based student grants funded by the state or a public postsecondary institution. Selective Service registration forms are available at any U.S. Post Office, and many high schools have a staff member or teacher appointed as a Selective Service Registrar. Applicants for financial aid need only certify that they are not required to register with the Selective Service. Information on the Selective Service System is available, and the registration process may be initiated, online at http://www.sss.gov/.

Nondiscrimination Policy

Race, Color, and National Origin

The California State University complies with the requirements of Title VI and Title VII of the Civil Rights Act of 1964, as well as other applicable federal and state laws prohibiting discrimination. No person shall, on the basis of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program of the California State University.

Disability

The California State University does not discriminate on the basis of disability in admission or access to, or treatment or employment in, its programs and activities. Section 504 and 508 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, and various state laws prohibit such discrimination. Brenda Aden, Vice Provost for Human Resources, has been designated to coordinate the efforts of CSU, Chico to comply with all relevant disability laws. Inquiries concerning compliance may be addressed to her in KNDL 118 or 530-898-5029.

Sex/Gender

The California State University does not discriminate on the basis of sex in the administration of its educational programs or activities it conducts. Title IX of the Education Amendments of 1972 and certain other federal and state laws prohibit discrimination on the basis of sex in education programs and activities operated by CSU, Chico. Such programs and activities include admission of students and employment. Inquiries concerning the application of these laws to programs and activities of California State University, Chico may be referred to the Employee Office Manager, the campus officer(s) assigned the administrative responsibility of reviewing such matters, or to the Regional Director of the Office of Civil Rights, Region IX, 50 United Nations Plaza, Room 239, San Francisco, California 94102.

The California State University is committed to providing equal opportunities to male and female CSU students in all campus programs, including intercollegiate athletics.

Sexual Orientation

By CSU Board of Trustees policy, the California State University does not discriminate on the basis of sexual orientation. Inquiries concerning this policy may be directed to the campus Office Manager, the campus officer(s) assigned the administrative responsibility for reviewing such matters.

Use of Social Security Number

Applicants are required to include their correct social security numbers in designated places on applications for admission pursuant to the provisions of Section 41201, Title 5, California Code of Regulations, and Section 6109 of the Internal Revenue Code (26 U.S.C. § 6109). The University uses the social security number to identify students and their records including for purposes of financial aid eligibility and disbursement and the repayment of financial aid and other debts payable to the institution. Also, the Internal Revenue Service requires the University to file information returns that include the student's social security number and other information such as the amount paid for qualified tuition, related expenses, and interest on educational loans. This information is used by the IRS to help determine whether a student, or a person claiming a student as a dependent, may take a credit or deduction to reduce federal taxes.

Students who do not have a social security number at the time of enrollment will be required to obtain a social security number and submit it to the University within sixty days. Failure to furnish a correct security number may result in the imposition of a penalty by the Internal Revenue Service.

Privacy Rights Of Students In Education Records

The federal Family Educational Rights and Privacy Act of 1974 (20 U.S.C. 1232g) and regulations adopted thereunder (34 C.F.R. 99) set out requirements designed to protect students' privacy in their records maintained by the campus. The statute and regulations provide for access by eligible students to certain student records maintained by the campus and the release of such records. The law provides that the campus maintains a student record as “education records” if it is related to the student, and must also provide opportunity for a hearing to challenge the records if the student claims they are inaccurate, misleading, or otherwise inappropriate. The right to a hearing under the law does not include any right to challenge the appropriateness of a grade determined by the instructor. The law generally requires the institution to receive a student's written consent before releasing personally identifiable data about the student. The institution has adopted a set of policies and procedures governing implementation of the statute and the regulations. Copies of these policies and procedures may be obtained at the Office of Student Records and Registration.

Among the types of information included in the campus statement of policies and procedures are:

1. The types of student records and the information they contain;
2. The official responsible for maintaining each type of record;
3. The location of access lists indicating persons requesting or receiving information from the record;
4. Policies for reviewing and expunging records;
5. The rights of students to access their records;
6. The procedures for challenging the content of student records;
7. The cost to be charged for reproducing copies of records; and
8. The right of the student to file a complaint with the Department of Education. The Department of Education has established an office and review board to investigate complaints and adjudicate violations. The designated office is: Family

The campus is authorized under the Act to release “directory information” concerning students. “Directory information” may include the student’s name, address, telephone listing, electronic mail address, major field of study, participation in officially recognized activities and sports, weight and height of members of athletic teams, dates of attendance, class level, enrollment status, degrees, honors, and awards received, and the most recent previous educational agency or institution attended by the student. The above-designated information is subject to release by the campus at any time unless the campus, has received prior written objection from the student specifying what information the student requests not be released. The campus is authorized to provide access to student records to campus officials and employees who have legitimate educational interests in such access. These persons have responsibilities in the campus’ academic, administrative, or service functions and have reason for accessing student records associated with their campus or other related academic responsibilities. Student records may also be disclosed to other persons or organizations under certain conditions (e.g., as part of the accreditation or program evaluation; in response to a court order or subpoena; in connection with financial aid; or in response to a court order or subpoena; in connection with financial aid or to other institutions to which the student is transferring).

Career Placement

The Office of Career Planning and Placement may furnish, upon request, information about the employment of students who graduate from programs or courses of study preparing students for a particular career field. Any such data provided must be in a form that does not allow for the identification of any individual student. This information includes data concerning the average starting salary and the percentage of previously enrolled students who obtained employment. The information may include data collected from either graduates of the campus or graduates of all campuses in the California State University system.

Student Conduct

Inappropriate conduct by students or by applicants for admission is subject to discipline as provided in Sections 41301 through 41304 of Title 5, California Administrative Code. These sections are as follows:

41301. Student Conduct

The University is committed to maintaining a safe and healthy living and learning environment for students, faculty, and staff. Each member of the campus community must choose behaviors that contribute toward this end. Student conduct behavior that is inconsistent with the Student Conduct Code is addressed through an application of the Student Conduct Code.

(3) Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.

(4) Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.

(5) Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University-related activity.

(6) Disorderly, lewd, indecent, or obscene behavior at a University related activity, or directed towards a member of the University community.

(7) Conduct that threatens or endangers the health and safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct.

(8) Hazing, or conspiracy to haze, as defined in the Education Code Sections 32050 and 32051: “Hazing” includes any method of initiation or pre-initiation into a student organization, or any participation in any act, custom, or regulation of any group, whether or not the act is a condition of participation in the group, which is intended or reasonably expected to result in physical or mental harm, to any student or other person attending any school, community college, university, or other educational institution in this state; but the term “hazing” does not include customary athletic events or other similar contests or competitions.

A group of students acting together may be considered a “student organization” for the purpose of this section. This includes off-campus recognized groups which are otherwise officially recognized. Neither the express or implied consent of a victim of hazing, nor the lack of active participation of a victim, is going on as a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.

(9) Use, possession, manufacture, or distribution of alcoholic beverages except as expressly permitted by law and University regulations or the misuse of legal pharmaceutical drugs.

(10) Use, possession, manufacture, or distribution of alcoholic beverages except as expressly permitted by law and University regulations, or public intoxication while on campus or at a University related activity.

(11) Theft of property or services from the University community, or misappropriation of University resources.

(12) Unauthorized destruction, or damage to University property or other property in the University community.

(13) Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related activity.

(14) Unauthorized recording, dissemination, or publication of academic presentations (including handouts) for any commercial or personal purpose.

(15) Misuse of computer facilities or resources, including:

(A) Unauthorized entry into a file, for any purpose.

(B) Unauthorized transfer of a file, and data or other resources to interfere with the work of another member of the University community.

(C) Use of computing facilities and resources to send obscene or intimidating and abusive messages.

(D) Use of computing facilities and resources to interfere with normal University operations.

(G) Use of computing facilities and resources in violation of copyright laws.

(H) Violation of a campus computer use policy.

(16) Violation of any published university policy, rule, regulation or presidential order.

(17) Failure to comply with directions or, interference with, any University official or any public safety officer while acting in the performance of his/her duties.

(18) Any act chargeable as a violation of federal, state, or local law that poses a substantial threat to the safety or well-being of members of the University community, to property within the University community or poses a significant threat of disruption or interference with University operations.

(19) Violation of the Student Conduct Procedures, including:

(A) Falsification, distortion, or misrepresentation of information related to a student discipline matter.

(B) Disruption or interference with the orderly progress of a student discipline proceeding.

(C) Initiation of a student discipline proceeding in bad faith.

(D) Attempting to discourage another from participating in a student discipline matter.

(E) Attempting to influence the impartiality of any participant in a student discipline matter.

(F) Verbal or physical harassment or intimidation of any participant in a student discipline matter.

(G) Failure to comply with the sanctions imposed under a student discipline proceeding.

(20) Encouraging, permitting, or assisting another to do any act that could subject him or her to student discipline.

(c) Applications of this Code

Sanctions for the conduct listed above can be imposed on applicants, enrolled students, and students between academic terms, graduates awaiting degrees, and students who withdraw from school while a disciplinary matter is pending. Conduct that threatens the safety or security of the campus community, or substantially disrupts the functions or operation of the University is within the jurisdiction of this Article regardless of whether it occurs on or off campus. Nothing in this Code may conflict with the Education Code section 66301 that prohibits disciplinary action against students based upon behavior protected by the First Amendment.

(d) Procedures for Enforcing this Code

The Chancellor shall adopt procedures to ensure students are afforded appropriate notice and an opportunity to be heard before the University imposes any sanction for a violation of the Student Conduct Code.

41302. Disposition of Fees: Campus Emergency; Interim Suspension

The President of the campus may place on probation, suspend, or expel a student for one or more of the causes enumerated in Section 41301. No fees or tuition paid by or for such student for the semester, quarter, or summer session in which he or she is suspended or expelled shall be refunded. If the student is readmitted before the close of the semester, quarter, or summer session in which he or she is suspended, no additional tuition or fees shall be required of the student on account of the suspension.

During periods of campus emergency, as determined by the President, the President may, after consultation with the Chancellor, place into immediate effect any emergency regulations, procedures, and other measures deemed necessary or appropriate to meet the emergency, safeguard persons and property, and maintain academic activities.

The President may immediately impose an interim suspension in all cases in which there is reasonable cause to believe that such an immediate suspension is required in order to protect lives or to prevent the maintenance of order. A student so placed on interim suspension shall be given prompt notice of charges and the opportunity for a hearing within 10 days of the impo-
The total support cost per full-time equivalent student includes the expenditures for current operations, including payments made to students in the form of financial aid, and all fully reimbursed programs contained in state General Fund appropriations (not including capital outlay funding), $1,016,931,000 from state University Fee (SUF) revenue, $401,278,000 from other fee revenues, and reimbursements for a total of $4,209,119,000. The number of projected 2006/07 full-time equivalent students (FTES) is 348,262. The number of full-time equivalent students is determined by dividing the total academic student load by 15 units per term (the figure used here to define a full-time student’s academic load).

The 2006/07 average support cost per full-time equivalent student based on General Fund appropriation and State University Fee revenue is only $10,928 and when including all sources as indicated below is $12,086. Of this amount, the average support cost fee per FTE is $3,551, which includes all fee revenue in the CSU Operating Fund (e.g. State University Fee, nonresident tuition, application fees, miscellaneous course fees).

### Projected Enrollment: 332,223 FTES

<table>
<thead>
<tr>
<th>2006/07</th>
<th>Amount</th>
<th>Average Cost per FTE Student</th>
<th>Percentage</th>
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<tr>
<td>Total Support Cost</td>
<td>$4,209,119,000</td>
<td>$12,086</td>
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<tr>
<td>State Appropriation</td>
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<tr>
<td>Student Fee Support</td>
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<tr>
<td>Other Income and Reimbursements</td>
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<td>1,158</td>
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Student fee support represents campus 2006/07 final budget submitted State University Fee revenue.

The other income and reimbursements represent campus other fee 2006/07 final budget revenues submitted, as well as reimbursements in the CSU Operating Fund.

The average CSU 2006/07 academic year, resident, undergraduate student fees required to apply to enroll in, or attend the university is $3,199. However, the costs paid by individual students will vary depending on campus, program, and whether a student is part-time, full-time, resident, or non-resident.

### Determination of Residence for Non-resident Tuition Purposes

The law governing residence for tuition purposes at the California State University is California Education Code sections 68000–68090, 68120–68134, and 89705–89707.5, and California Code of Regulations, Title 5, Subchapter 5, Article 4, sections 41900–41916. This material can be viewed on the Internet by accessing the California State University’s website at http://www.calstate.edu/GC/resources.shtml

The Chancellor shall prescribe, and may from time to time revise, a code of student disciplinary procedures for the California State University. Subject to other applicable law, this code shall provide for determinations of fact and sanctions to be applied for conduct which is a ground of discipline under Sections 41301 or 41302, and for qualified admission or denial of admission under Section 41303; the authority of the campus President in such matters; conduct related to determinations on financial aid eligibility and termination; alternative kinds of proceedings, including proceedings conducted by a Hearing Officer; time limitations; notice; conduct of hearings, including provisions governing evidence, a record, and review; and such other related matters as may be appropriate. The Chancellor shall report to the Board actions taken under this section.

### Withdrawing from the Institution

Students who find it necessary to withdraw from California State University, Chico after enrolling for an academic term must follow the official withdrawal procedures. Failure to follow formal withdrawal procedures may result in the assignment of failing grades in all courses and the need to apply for readmission before being permitted to enroll in another academic term. Information on withdrawal procedures is available from Academic Advising Programs, MLIB 190, 530-898-5712.

Students who are receiving financial aid funds must consult with the Student Services Business Office prior to withdrawing from the university regarding any required return or repayment of grant or loan assistance received for that academic term. If a recipient of financial assistance under federal or state financial aid programs withdraws from the institution during a payment period, the amount of grant or loan assistance received is subject to return and repayment provisions governed by federal law.

### Immigration Requirements for Licensure

The Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (PL. 104–193), also known as the Welfare Reform Act, includes provisions to eliminate eligibility for federal and state public benefits for certain categories of lawful immigrants as well as benefits for all illegal immigrants.

Students who will require a professional or commercial license provided by a local, state, or federal government agency in order to engage in an occupation for which the CSU may be training them must meet the immigration requirements of the new Personal Responsibility and Work Opportunity Reconciliation Act to achieve licensure. Information concerning the regulation of these requirements is available from Human Resources, KNDL 118, 530-898-5029.