

# Your Rights as a Student



## California State University **Chico** Student Rights and Responsibilities

### **1. Access to Open Academic Programs**

The University is open to all persons who are qualified according to its admission standards unless current resource limitations result in the closure of a requested academic program. The University will make every attempt to inform all prospective students of the academic level required for admission through its University Catalog and other official communications.

### **2. Take Reasonable Exception**

Students are free to take reasonable exception to the data, processes, or views offered in courses of study. At the same time, they are responsible for meeting standards of academic performance established for each course.

### **3. Receive your syllabi within the first week**

By the end of the first week of their initial attendance, students have the right to receive a course syllabus from faculty members containing clearly written objectives which are consistent with the nature of the course. Students should be informed by the instructor about the level of achievement which is expected for each letter grade. ([Reference: Executive Memorandum 10-018, Grading Policy Revised](#))

### **4. Know what you'll be tested on**

Students have the right to know what material will be covered on midterms and finals.

### **5. Access prompt grading, and be able to discuss those grades with the professors**

Students have the right to inspect and discuss their graded examinations, projects, and papers with their instructors. These must be graded promptly enough to make these grades a part of their learning experience.

### **6. Be notified of class cancellations**

Students have the right to have faculty meet their classes at scheduled times. When circumstances require cancellation of a class, the instructor shall make an effort to notify students in a timely manner.

### **7. Regular and Reasonable Office Hours**

Students have the right to have instructional faculty schedule a reasonable number of office hours for student conferences, including availability during the week of final examinations. Students should have the right to expect faculty members' office hours to be posted on their office doors and recorded in their department offices.

### **8. Fair grades given in good faith**

Students have a right to a course grade that represents the professor's good-faith judgement their performance in the course. Reference [Executive Memorandum 20-012 \(Grade Appeal Policy\)](#)

### **9. File a Complaint**

Students have the right as well as the responsibility to participate in procedures for evaluating the teaching effectiveness of faculty. Students who have complaints about alleged unfair treatment at CSU, Chico have recourse through the Student Grievance Procedures (Executive Memorandum 05-010). The

Student Grievance Procedures may be obtained from **Student Rights and Responsibilities** ([www.csuchico.edu/osrr/student-complaints.shtml](http://www.csuchico.edu/osrr/student-complaints.shtml))

## **10. Be Free of Discrimination, Harassment, and Retaliation**

Students have the right to expect that faculty will not discriminate on the basis of personal prejudices. California State University, Chico, is committed to maintaining an environment free from unlawful discrimination, including discriminatory harassment. Students have the right to expect freedom from sexual harassment ([Reference: CSU Policy Prohibiting Discrimination, Harassment, Sexual Misconduct, Sexual Exploitation, Dating Violence, Domestic Violence, Stalking, and Retaliation \(Nondiscrimination Policy\)](#)) CSU Chico complies with federal and state regulations relating to affirmative action and nondiscrimination obligations. Students wishing more information regarding these policies or their procedures can contact the [Chico State Title IX Coordinator](#).

## **11. FERPA Protections**

In compliance with federal FERPA (the federal *Family Education Rights and Privacy Act of 1974*, 20 U.S.C. 1232g) and its regulations adopted under (34 C.F.R. 99) [Executive Order 796](#), and [Executive Memorandum 06-034](#), California State University, Chico accords current and former students the following rights regarding their student education records:

- The right to be informed about educational records
- The right to inspect your educational records
- The right to request amendment to your educational records
- The right to a formal hearing if the request for amendment is denied
- The right to prevent unauthorized disclosure of any or all information in your educational records, subject to specific exceptions identified in FERPA
- The right to complain to the US Department of Education about a violation of FERPA regarding your educational records
- The right to waive these rights in writing.

## **12. Freedom of Association, Expression, Advocacy, and Publication**

Students are free to organize, join associations, and promote their common interests. Students may discuss openly all questions of interest to them and to express their opinions publicly or privately. Students are free to affiliate and organize for educational, political, social, religious, or cultural purposes. For a more detailed description, see [Executive Memorandum 20-006](#), Guidelines for Speech and Advocacy.

## **13. Contribute to University Governance and Curriculum**

Students shall have the opportunity to participate in the formulation and notification of policies, rules, and sanctions affecting them in accordance with the laws of the State of California, rules and regulations of the Board of Trustees of The California State University, and the Chancellor's Executive Orders.

## **14. Accessibility and Disability Protections**

Chico State is dedicated to full inclusion of individuals with disabilities in all educational and operational aspects of campus life. In accordance with Sections 503 and 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, CSU, Chico issues [Executive Memorandum 07-009](#), Accessibility and Nondiscrimination Policy Regarding Individuals with Disabilities to ensure no person is denied access to or enjoyment of any program, service, or opportunity provided by the campus on the basis of their disability.