

2020-2021

Undergraduate Catalog Supplement for Florida

SIU SOUTHERN ILLINOIS UNIVERSITY
CARBONDALE **EXTENDED CAMPUS**

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SOUTHERN ILLINOIS UNIVERSITY CARBONDALE STUDENT CONDUCT CODE

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INTRODUCTION, PURPOSE, JURISDICTION

Introduction

To the Students of Southern Illinois University,

As an SIU student, you are a member of a proud, vibrant and diverse educational community. We embrace the pursuit of knowledge, inclusivity and the belief that we are stronger when we stand together as one. As a member of this community, you have agreed to hold yourself, and every member of the Saluki family, to a higher set of ideas and ideals.

The Student Conduct Code describes a set of expectations designed to reflect the unique culture of our University community while ensuring that all who seek knowledge demonstrate personal integrity and respect for others. It assures that student rights to due process are respected and exercised while allowing for enforcement of the code. All members of our community are responsible for aligning their behavior to the standards and policies set forth in this document, whether on or off campus.

These standards and policies are designed to foster an environment supportive of personal, social and ethical development. They also promote the protection of the rights, responsibilities, safety and welfare of the University community while ensuring that each of us is free to pursue our educational goals.

John M. Dunn
Chancellor

Lori Stettler
Vice Chancellor of Student Affairs

Purpose and Application

Southern Illinois University Carbondale is charged by the State of Illinois and the Southern Illinois University Board of Trustees (Board of Trustees) with the responsibility of developing and administering institutional policies and rules governing the role of students and their conduct. Pursuant to the Policies of the SIU Board of Trustees, Section 3.C. these policies authorize the Chancellor to develop standards and policies to address student rights and conduct.

The student conduct process at the University is not intended to punish students; rather, it exists to protect the interests of the community and to challenge those whose behavior is not in accordance with our policies to learn and grow. Sanctions are intended to challenge students' moral and ethical decision-making and to help them bring their behavior into accord with our community expectations. When a student is unable to conform their behavior to community expectations, the student conduct process may determine that the student should no longer share in the privilege of participating in this community.

The Student Conduct Code will be applied without regard to any person or group of persons based on race, color, national origin, ancestry, religion, sex, sexual orientation including gender identity, marital status, age, physical or mental disability, military status, unfavorable discharge from military service, or veteran's status. Any adjudication will be based solely on the conduct for which charges were brought against the student.

The Student Conduct Code will be applied in compliance with Title II of the Americans with Disabilities Act and Section 504 of the Rehabilitation Act of 1973. Students will be afforded all of the rights established under the Student Conduct Code without regard to the student's disability status, and any sanctions imposed will be based solely on the conduct for which charges were brought against the student regardless of whether the student has a disability.

Jurisdiction

The University has a responsibility to provide its members with those privileges, opportunities and protections that encourage and maintain an environment which supports educational development.

The Code applies to:

Student conduct occurring on any property owned, operated, leased or controlled by the University or at any activity sponsored or supported by the University. Student is defined as any person who, at the time of an alleged violation of this Code, meets one or more of the following requirements:

1. A person taking one or more courses, enrolled either full or part-time, and/or pursuing undergraduate, graduate or professional studies.
2. A person notified of acceptance for admission to the University.
3. A person living in property owned, operated or managed by the University, unless the sole purpose for residing in that property is in fulfillment of a requirement of employment.
4. A person who, prior to completing adjudication of alleged violations, graduates, withdraws or is otherwise separated from the University.
5. A person who, may or may not be currently enrolled, but is eligible to enroll in one or more courses without admission.

Recognizing off-campus behaviors often directly affect the educational environment or substantially interfere with the mission of the University, the University shall have the right to adjudicate any alleged violation of any provision of the Student Conduct Code, without regard for the geographic location of the alleged violation, at the discretion of the Vice Chancellor of Student Affairs. This may include violations which occur partly or entirely through electronic means.

Students should be aware that the student conduct process is quite different from criminal and civil court proceedings. Procedures and rights in student conduct

procedures are conducted with fairness to all but do not include the same protections of due process afforded by the courts. Due process, as defined within these procedures, assures written notice and an administrative conference before an objective decision maker. No student will be found in violation of the Code without information showing that it is more likely than not that a violation occurred, and any sanctions will be proportionate to the severity of the violation and to the cumulative conduct history of the student.

The University reserves the right to initiate disciplinary proceedings for allegations of violations of the Student Conduct Code whenever the University has jurisdiction, regardless of whether criminal or civil proceedings have been commenced. Disciplinary actions by the University are independent of any criminal or civil proceedings and the University will not consider any decision, settlement, judgment or other outcome of a criminal or civil proceeding in the adjudication of alleged violations of this Code. The disciplinary process will not be delayed pending the outcome of any legal proceedings.

Academic dishonesty allegations in the School of Law will be administered through the Professional Ethics Policy of the School of Law.

Academic dishonesty allegations in the School of Medicine will be administered through the School of Medicine Student Progress System.

Law students and medical students charged with alleged non-academic violations of this Code may be subject to the disciplinary procedures outlined in this Code, in addition to being charged under their respective school-specific policy or system. The outcome of any administrative conference under a school-specific policy will not be considered in the adjudication of alleged violations of this Code, though it may be considered in determining appropriate sanctions.

RIGHTS AND RESPONSIBILITIES

The following rights and responsibilities are the foundational principles upon which the Student Conduct Code is based.

Rights

All students have the right to engage in a free exchange of ideas. University policies are intended to safeguard the rights of free inquiry, expression, and assembly.

All students have the right to freely express their views and examine all questions of interest.

All students have the right to be free from discrimination or harassment based on any person or group of persons based on race, color, national origin, ancestry, religion, sex, sexual orientation including gender identity, marital status, age, physical or mental

disability, military status, unfavorable discharge from military service, or veteran's status, in accordance with applicable federal, state and local laws.

All students alleged to have violated any provision of the Student Conduct Code have the right to procedural due process. All students have the right to be free from unreasonable restrictions or intrusions upon privacy, personal property or dignity, in accordance with the provisions of this Code.

Responsibilities

All students are responsible for knowing and complying with the Code as well as all local, state and federal laws, and other University standards, policies and procedures. All students have the responsibility to recognize the ways in which their actions reflect upon and affect the University and every member of the University community. All students have the responsibility to respect and protect the rights of every other member of the University community. All students are personally responsible for their actions, choices and decisions.

STANDARDS OF CONDUCT

The University considers the behavior described in the following subsections as inappropriate for the University community higher standards. These expectations and rules apply to all students, as defined by the University. The University encourages community members to report to University officials all incidents that involve the following actions. Any student found to have committed or to have attempted to commit the following misconduct is subject to the sanctions outlined in this Code.

Academic Misconduct

Acts of academic misconduct include but are not limited to the following:

- A. Plagiarism
 - i. Submitting the work of another person or entity as your own.
 - ii. Failing to cite the work or data of another person or entity.
 - iii. Improperly citing the work or data of another person or entity.
 - iv. Submitting work which has been previously submitted for credit or evaluation without instructor approval.
- B. Preparing work with the knowledge or intention that it may be represented as the work of another.
- C. Sharing or disseminating tests, notes, slides, presentations, recordings or any other material which is the intellectual property of an instructor or of the University without prior approval. This does not prohibit a student from appropriately sharing his or her own papers, notes or other written works.
- D. Knowingly falsifying scientific or educational data or representing falsified scientific or educational data as the result of scientific or scholarly experimentation or research.

- E. Violating any restriction on collaboration which has been duly communicated by an instructor, via a syllabus or otherwise in writing or orally in the course of instruction.
- F. Attempting to obtain a grade or other academic credit through improper means or otherwise subverting the educational process by any means whatsoever.
- G. Soliciting, aiding, abetting, concealing or attempting any act of academic misconduct.

Sexual Misconduct

SIU prohibits sexual assault, dating violence, domestic violence and stalking. Such conduct violates the community values and principles of our institution and disrupts the living, learning and working environment for students, faculty, staff and other community members. Acts of sexual misconduct include but are not limited to the following:

- A. Sexual Assault – Any sexual act directed against another person forcibly or against a person’s will or where the person in question does not or is unable to give consent for any reason (see “Consent” in the *Definitions* section).
- B. Sexual Harassment – Any unwelcome sexual advance, request for sexual favors or any conduct of a sexual nature which has the purpose or effect of:
 - i. substantially interfering with a student’s academic performance, or ability to participate or benefit from any of the academic, athletic, educational, employment, extracurricular or other programs of the University.
 - ii. creating an intimidating, hostile or offensive environment.

The official definition shall be that most recently adopted by the Board of Trustees.

- C. Forcible Fondling – Intentional or attempted contact with the private body parts of another person without the consent of that person.
- D. Stalking – Engaging in a course of conduct, involving two or more independent actions which threatens or endangers the health, safety, emotional welfare or access to academic resources or employment of another person or which would cause a reasonable person to be fearful for his or her safety, health or emotional well-being and which does cause another person to be fearful for his or her health, safety or emotional well-being.
- E. Dating and Domestic Violence – Any action which serves to cause harm to another person or which may reasonably be expected to cause harm to another person which is committed against: a current or former spouse; a family member; an individual with whom they share a child; an individual with whom they are, or previously have been, engaged in a romantic or intimate relationship; or an individual with whom they share, or previously have shared, a residence
- F. Other Acts of Sexual Misconduct – Any other act of a sexual nature which disrupts or negatively impacts the educational mission of the University,

- including but not limited to public displays of pornography; possession, creation or distribution of child pornography; the exchange of money, goods or services in exchange for any sexual activity; causing another person to witness or observe any sexual act without clear, voluntary consent; videotaping, photographing or otherwise recording sex acts without the clear, voluntary consent of all individuals involved; or sexual contact between
- G. Other Acts of Sexual Misconduct – Any other act of a sexual nature which disrupts or negatively impacts the educational mission of the University, including but not limited to public displays of pornography; possession, creation or distribution of child pornography; the exchange of money, goods or services in exchange for any sexual activity; causing another person to witness or observe any sexual act without clear, voluntary consent; videotaping, photographing or otherwise recording sex acts without the clear, voluntary consent of all individuals involved; or sexual contact between individuals who are legally prohibited from marrying due to a familial relationship.
 - H. Retaliation – Any act of reprisal, including negative or otherwise unwarranted treatment, related to the reporting of, or participation in, any complaint or adjudication of alleged sexual misconduct.

General Misconduct

Acts of general misconduct include but are not limited to the following:

1. Alcohol

Use, possession or distribution of alcoholic beverages except as expressly permitted by law and the University's Alcohol Policies.

- A. Manufacture or Production – The manufacture or production of alcohol on University premises or in ways not consistent with state or federal regulations, regardless of intended use. This policy does not prohibit the manufacture or production of alcohol for a valid educational purpose or as otherwise authorized in writing by the Chancellor, or their designee.
- B. Public Intoxication – Any action taken under the influence of alcohol including that which requires intervention by members of the University community, law enforcement, medical staff or other persons to ensure the health, safety or physical well-being of the student in question, another individual or property or to prevent disruption of normal operation of the University or another entity.
- C. Drinking Games – Games or activities occurring, which encourage excessive or unsafe levels of consumption, require consumption as a component of participation or use consumption as a component of winning, losing or keeping score, regardless of the presence of alcohol.
- D. Common Sources – Possessing, serving, supplying or otherwise making available to others a common source of alcohol, except as specifically authorized by University policy. Common sources include but are not limited to kegs, party balls, punch bowls or other containers intended to distribute alcohol in large quantities or to multiple individuals. Commercial containers

such as 12 - 16oz cans or bottles 1.75 liters or less are not considered common sources of alcohol.

2. Animals

Students are expected to abide by all University and University Housing animal control policies (<https://policies.siu.edu/other-policies/chapter6/animal.php>).

3. Abuse of Conduct Process

- A. Abuse or interference with, or failure to comply with University processes including conduct and academic integrity adjudication.
- B. Falsification, distortion or misrepresentation of information.
- C. Failing to provide, destroying or concealing information during an investigation of an alleged policy violation.
- D. Attempting to discourage an individual's proper participation in, or use of, the campus conduct system.
- E. Harassment (verbal or physical), in an attempt to influence or intimidate a member of a campus conduct body prior to, during and/or following a campus conduct proceeding.
- F. Failure to comply with the sanction(s) imposed by the campus conduct system or any interim measures imposed.
- G. Retaliation or any act taken against an individual or group, whether directly, electronically or through a third party due to his or her participation in the procedures set forth in this Code.
- H. Influencing, or attempting to influence another person to commit an abuse of the campus conduct system.

4. Bullying and Cyberbullying

Bullying and cyberbullying are repeated and/or severe aggressive behaviors that intimidate or intentionally harm or control another person physically or emotionally and are not protected by freedom of expression.

5. Complicity

Having an awareness of, being present during the planning or implementation of, or otherwise assisting with, a violation of any University policy. Students who anticipate or observe a violation of the Student Conduct Code are expected to remove themselves from association or participation and are encouraged to report the incident immediately.

6. Damage and Destruction

Intentional, reckless or unauthorized damage to or destruction of University property or the personal property of another.

7. Discrimination

Any act or failure to act that is based upon an individual or group's actual or perceived status (any person or group of persons based on race, color, national

origin, ancestry, religion, sex, sexual orientation including gender identity, marital status, age, physical or mental disability, military status, unfavorable discharge from military service, or veteran's status) that is sufficiently severe that it limits or denies the ability to participate in or benefit from the University's educational programs or activities.

8. Disruptive Behavior

Disruption of University operations including obstruction of teaching, research, administration, other University activities or other authorized non-University activities that occur on campus.

9. Drugs

Use, possession or distribution of illegal drugs, misuse of prescription drugs, other substances used as a drug or drug paraphernalia (any object aiding the use of drugs) except as expressly permitted by law.

- A. Cannabis – While Illinois law may allow certain cannabis related activities, possessing and using cannabis remains a crime under federal law, requiring the University to prohibit cannabis on campus.
- B. Manufacture or Production – The manufacture or production of any controlled substance, regardless of intended use.
- C. Sale or Distribution – The sale or distribution of any controlled substance, with or without the exchange of money, goods or services.
- D. Possession with the Intent to Sell or Distribute – The possession of controlled substances for the purposes of sale or distribution. Intent may be established by the presence of paraphernalia commonly associated with distribution, by the manner in which the substances are packaged or by the volume of the substances possessed.

Prescription drugs – Abuse, misuse, sale or distribution of prescription or over-the-counter medications.

10. Excessive Noise/Amplified Sound

Creating excessive noise or using amplified sound without prior authorization in areas where such noise or amplified sound is prohibited by policy or posted sign.

11. Failure to Comply

Failure to comply with the reasonable directives of University officials or law enforcement officers during the performance of their duties, failure to comply with assigned sanction of interim action, failure to properly identify oneself to an agent of the University when requested to do so or failing to comply with any sign, requirement, notice or directive that has been posted by an agent of the University.

12. Falsification

Knowingly furnishing or possessing false, falsified or forged materials, documents, accounts, records, identification or financial instruments, including filing false University/police reports.

13. Fire Safety

Violation of local, state, federal or campus fire policies including but not limited to:

- A. Intentionally or recklessly causing a fire.
- B. Failure to evacuate a University-controlled building during a fire alarm.
- C. Improper use of University fire safety equipment.
- D. Tampering with or improperly engaging a fire alarm or fire detection/control equipment while on University property. Such action may result in a local fine in addition to University sanctions.

14. Gambling

Gambling, which includes raffles, lotteries, sports pools, online betting activities, and that which is prohibited by the laws of the State of Illinois.

15. Harassment

Intentional conduct, without a legitimate purpose, which both causes a person distress or fear and would cause a reasonable person distress or fear. No threat or overt act of violence is required for conduct to be unreasonable. This includes use of technology, including to intimidate, embarrass, ridicule or humiliate another person.

16. Harm to Persons

Intentionally or recklessly causing or inciting physical harm or actions which endanger the health or safety of any person. Fighting, including mutual fighting, is prohibited by this policy.

17. Hazing

Conduct that endangers the mental or physical health or safety of a student, or that destroys or removes public or private property for the purpose of initiation, admission into, affiliation with or as a condition for continued membership in a group or organization. Participation or cooperation by the person(s) being hazed does not excuse the violation. Failing to intervene to prevent or failing to discourage or failing to report those acts may also be a violation under this policy.

18. Health and Safety Hazards

Creating health or safety hazards (dangerous pranks, hanging out of or climbing from/on/in windows, balconies, roofs, etc.), including failure to reasonably maintain control of areas for which a student is responsible such as a student's residence.

19. Indecent Exposure

Intentional display of a person's genital area, buttocks or other area as specified by local, state or federal law, with the intent or foreseeable consequence of causing or forcing another person to observe said area against said person's will.

20. Information Technology Violations

Violating any computer or network use policies established by the University including the SIU Acceptable Use Policy.

21. Rioting

Causing, inciting or participating in any disturbance that presents a clear and present danger to self or others, causes physical harm to others or damage or destruction of property.

22. Solicitation

Requesting, directly or indirectly, money, physical or intellectual property, guest access to dining facilities or any other thing of value without written authorization.

23. Theft or Misuse of Property

Intentional and unauthorized misuse or taking of University property or the personal property of another, including goods, services and other valuables. Knowingly taking, maintaining possession or attempting to sell/distribute stolen property.

24. Threatening Behaviors

- A. Threat – Written or verbal conduct that causes a reasonable expectation of injury to the health or safety of any person or damage to any property, including bomb threats or other false alarms.
- B. Intimidation or Obstruction – Implied threats or acts that cause a reasonable fear of harm in another or any act which limits any person's attendance or participation in any academic activity, employment, or University event or function.

25. Trademark Violation

Unauthorized use (including misuse) of University or organizational names and images.

26. Trust Violation

Abuse or misuse of privilege, authority or positions of trust within the community.

27. Unauthorized Access

Creating or permitting unauthorized access or entry to any University building; tampering or disabling security systems; or unauthorized possession, duplication or use of means of access to any University building (e.g. keys, cards, etc.) or identification card; or failing to timely report a lost University identification card or key.

28. Unauthorized Business Activities

Attempting, directly or indirectly, to sell any service, any item or thing of value; or engaging in any other business activity, including e-commerce, on campus without written authorization.

29. Unregistered RSO/Ineligible Pledging or Association

Operating an unregistered Student Organization by any means, including pledging or associating with a student organization alleging affiliation with the University, without having met eligibility requirements and gained recognition in good standing

as established by the University.

30. Weapons

Possession, use or distribution of explosives (including fireworks and ammunition); guns (including air, BB, paintball, facsimile weapons and pellet guns); or other weapons or dangerous objects such as arrows, axes, machetes, nun chucks, throwing stars or knives with a blade of longer than 3 inches; or any object intended for use as a weapon or behavior otherwise incongruent with the SIU Firearm Policy. Students are permitted to carry, but not misuse, pepper spray and other legal personal safety devices not otherwise prohibited; however, students choosing to carry such devices are responsible for ensuring that they are properly secured and maintained and only used in cases of emergency.

31. Wheeled Devices

Skateboards, rollerblades, roller skates, bicycles and similar wheeled devices are not permitted inside University buildings, residence halls or on tennis courts. Additionally, skateboards and other wheeled items may not be ridden on railings, curbs, benches or any such fixtures that may be damaged by these activities, and individuals may be liable for damage to University property caused by these activities.

32. Violations of Law

Evidence of violation of local, state or federal laws, when substantiated through the University's conduct process.

33. Other Policies

Violating other published University policies or rules, including all policies set forth in such documents as the University Housing Resident Handbook, Student Organization Handbook, Greek Letter Organization Policy, etc.

FORMAL CONDUCT PROCEDURES

The Student Conduct Code differs from a legal code and, as such, legal concepts, definitions, limits, objections, processes, procedures, regulations and standards do not apply. The Student Conduct Code will be administered without regard for concurrent legal proceedings or timelines.

The burden of proof in all adjudications lies with the person or entity alleging the violation. The standard of proof necessary for a determination that a violation of a provision of this Code has occurred is a preponderance of the evidence, which requires that the alleged violation be found to be more likely than not to have occurred.

The University is the convener of every action under this Code. Within that action, there are several roles. The responding student is the person who is alleged to have violated the Code. There are witnesses, who may offer information regarding the allegation.

There is an Administrator(s) whose role is to present the allegations and share the evidence that the University has obtained regarding the allegations.

Below, are outlined the three distinct procedures of adjudication, depending on whether the alleged misconduct is academic, sexual or general in nature, as defined above in *Standards of Conduct*.

Amnesty

The University may provide amnesty to those who may be hesitant to report to University officials because they fear that they themselves may be accused of minor policy violations, such as underage drinking, at the time of the incident. To encourage students to offer help and assistance to others, or to report other serious violations, the University adheres to a policy of amnesty for minor violations when students offer help to others in need. At the discretion of the Director of Student Conduct, amnesty may also be extended on a case-by-case basis to the person receiving assistance.

Abuse of amnesty requests can result in a decision by the Director of Student Conduct not to extend amnesty.

Group Violations

A student group or organization and/or its officers and membership may be held collectively and/or individually responsible when violations of this Code by the organization or its member(s):

- Take place at organization-sponsored or co-sponsored events, whether sponsorship is formal or tacit.
- Have received the consent or encouragement of the organization or of the organization's leaders or officers.
- Were known or should have been known to the membership or its officers.

Conferences for student groups or organizations follow the same general student conduct procedures. The organization President and organizational Advisor will be notified of the alleged violations. Generally, the only individuals present for all parts of the administrative conference are the conference Administrator, the accused organization President and organization Advisor, unless additional members' presence are deemed appropriate by the conference Administrator. In any such action, individual determinations as to responsibility may be made and sanctions may be assigned collectively and/or individually.

Interim Action

Under the Student Conduct Code, the University may impose restrictions and/or separate a student or an organization (hereafter referred to as "student") from the community pending the scheduling of an administrative conference on alleged violation(s) of the Student Conduct Code when a student's/organization's continued presence represents a threat of serious harm to others, is facing allegations of serious

criminal activity, to preserve the integrity of an investigation, to preserve University property or to prevent disruption of, or interference with, the normal operations of the University. The scheduling of the administrative conference to adjudicate alleged violation(s) of the Student Conduct Code will generally occur within ten (10) days.

A student/organization who receives an interim action may request a meeting with the Dean of Students, or the Dean's designee, to demonstrate why the interim action is not merited. This meeting will generally occur within three (3) days of the request and the decision from this meeting is not subject to appeal. Regardless of the outcome of this meeting, the University may still proceed with the scheduling of the administrative conference. Interim actions shall remain in effect until a final decision has been made on the complaint.

During an interim action, a student/organization may be denied access to University housing or the University campus/facilities/events. As determined appropriate by the University, this restriction may include classes or any other University activities or privileges for which the student/organization might otherwise be eligible. At the discretion of the Dean(s), faculty, etc., and under certain circumstances, it may be possible for the student to pursue alternative coursework options to ensure as minimal an impact as possible on the responding student.

In certain circumstances, during the investigation of allegations it may be deemed necessary to extend the length of the interim action. The investigator shall make the request of the Dean of Students, or designee, who will consider the level of threat posed by the student's/organization's continued presence on campus along with the evidence of the good faith effort to complete the investigation as quickly as possible. The Dean, or designee, will notify the student/organization if an extension is to be granted. The decision on this action is not eligible for appeal.

Notice of Alleged Violation

Any member of the University community, visitor or guest may report alleged policy violation(s) by any student for misconduct under this Code via the following URL: <http://srr.siu.edu/>. The University has the right to pursue an allegation or notice of misconduct on its own behalf and to serve as convener of the subsequent campus conduct process.

Adjudication of Alleged Academic Misconduct

Adjudication of alleged violations of Academic Misconduct contained within this Code shall occur in accordance with the following procedures. All allegations of Academic Misconduct in the Student Conduct Code must be reported to Student Rights and Responsibilities within ninety (90) days of the discovery of an alleged violation.

Instructors shall have initial jurisdiction to resolve any allegation of academic misconduct occurring within, or in relation to, any class for which he or she is the

instructor. Academic misconduct that is alleged to have occurred in the course of research, scholarly activity, dissertation research, field placement or clinical practicum shall be under the initial jurisdiction of the faculty advisor or department. Such individuals shall be collectively referred to as “instructor” for the purposes of this Code.

Academic misconduct violations that are not related to a specific course shall be under the jurisdiction of the Office of Student Rights and Responsibilities, or designee. In cases where initial jurisdiction is unclear or is disputed by any party, the Director of Student Rights and Responsibilities will determine the appropriate jurisdiction for adjudication. This decision is not subject to appeal.

In cases where a graduate student is alleged to have violated a provision of this Code, the Dean of the Graduate School, or designee, shall have jurisdiction over the adjudication, if not resolved under the procedures defined in the *Procedures when Responsibility is Contested* subsection.

When an incident of academic misconduct is alleged, either by an instructor or by a third party, the student will be notified of the allegation in writing. This notification shall include the Standard(s) of Conduct alleged to have been violated and the date and time of the alleged violation, if available.

This notification will refer students to the section of the Student Conduct Code which addresses procedures applicable to the adjudication of academic misconduct. This notification will inform students of their right to accept in full or contest, in part or in full, the allegation(s). This notification will be sent to the student, the Department Chair, the Dean of the relevant college and the Director of Student Rights and Responsibilities.

Procedures when Responsibility is Accepted

1. To accept responsibility for a violation, a student must respond to the notification of alleged violation(s), in writing, stating his or her acceptance of responsibility for all alleged violation(s). The student must respond within 5 days. Failure to respond within 5 days may result in adjudication of the allegations without the students' response.
2. Upon receiving the written acceptance of responsibility, the instructor or other Administrator will schedule a meeting with the student. Prior to this meeting, the instructor or other Administrator should contact the Office of Student Rights and Responsibilities to determine if there are any factors relevant to sanctioning.
3. At the meeting, the incident, as well as any factors affecting sanctioning, will be discussed. The student has the opportunity to present any information or evidence which may mitigate the sanctions being imposed. If responsibility is not in question, witnesses and advisors are not permitted at this meeting.
4. Following the meeting, the outcome, including any sanctions, will be communicated in writing, generally within five (5) days, to the student, the relevant Department

Chair, and the Dean of the relevant college and the Director of Student Rights and Responsibilities for inclusion in the student's conduct record.

5. In cases where a student accepts responsibility, the case is ineligible for appeal, except in cases where the student is alleging that the sanctions are excessively severe.
6. Sanctions imposed shall be issued in accordance with this Code.

Procedures when Responsibility is Contested

1. In cases where a student contests, in part or in whole, the violations alleged, he or she must respond to the notification in writing, stating that he or she contests all alleged violations or listing which violations are contested and which are not. The student must respond within 5 days. Failure to respond within 5 days may result in adjudication of the allegations without the students' response.
2. Upon receiving notice that alleged violation(s) are contested, the instructor shall notify the Dean of the relevant college. The Dean shall schedule a meeting with the instructor and the student, which must be communicated in writing. All parties shall be given at least five (5) days' notice of the date, time and location of this meeting.

Academic Misconduct Administrative Conference Procedures

1. The University may elect to record the conference proceedings which, if so, shall constitute the only permissible recording of the conference proceedings. Video, audio, stenographic or photographic recording of conference proceedings shall only be by the Administrator and at the sole discretion of the Administrator.
2. Administrative conferences are closed to the public. The only people present for all parts of the administrative conference are the Dean or Administrator, the instructor, the accused student and the student's advisor.
3. At the administrative conference, the instructor will present any witnesses and evidence relevant to the alleged violations. Following this presentation, the student will have an opportunity to respond as well as to present any witnesses and evidence contesting the alleged violations.
4. Both the instructor and the student will have equal opportunity to present witnesses and evidence relevant to the alleged violations. The Dean shall have the right to disallow any witness or evidence presented which does not directly relate to the alleged violations. Character witnesses are generally not necessary as allegations are a question of a students' behavior, not a question of a student character.
5. In accordance with limitations outlined in the definitions, a student is allowed one advisor to assist him or her during the adjudication of alleged violations of the Code.
 - A. Students are required to represent themselves during the adjudication. The advisor is not permitted to present evidence, testimony or to cross-question witnesses. Statements made by an advisor will not be considered by the Administrator in determining the outcome of the adjudication.
 - B. In cases where a student requires a language translator or interpreter in order to fully participate in the process, the translator or interpreter will be selected by Student Rights and Responsibilities and will not be considered an

advisor. Locating and securing the services of a translator or interpreter may postpone the proceedings. If a translator or interpreter cannot be located, the administrative conference may be held in writing, with all witnesses, and the accused student, providing written statements.

6. The Dean may impose limits on the length of time granted for presentations by parties or witnesses but these restrictions must apply equally to both parties and may not be so restrictive as to limit the student's ability to present an effective response.

The Dean may determine whether cross-questioning by the student and instructor of each other and/or witnesses is appropriate. This determination must apply to both parties equally. The Dean has the right to disallow any question which is not appropriate or related to the matter at hand.

7. At the request of the Dean or either party, Student Rights and Responsibilities will provide an impartial staff member, who will serve to answer any questions about the process and ensure that appropriate procedures are followed.
8. Following this meeting, the Dean will generally communicate the outcome of the administrative conference, as well as any applicable sanctions, in writing to the student and the instructor within five (5) days, generally. The outcome shall also be communicated to the Director of Student Rights and Responsibilities for inclusion in the student's conduct record.
 - A. Sanctions issued shall be in accordance with the *Sanctions* section of this Code.
 - B. Students shall have the right to appeal the outcome of this administrative conference in accordance with the timelines and procedures outlined in the *Appeals* section of this Code.

Investigative and Adjudicative Procedures for Allegations of Sexual Misconduct

Alleged violations of any of the provisions listed in the *Sexual Misconduct* section of this Code, which is alleged to create a hostile environment for another member of the University community may, at the discretion of the Title IX Coordinator, or designee, be subject to investigation under the following procedures.

All allegations of violations investigated under the procedures detailed above must be reported within one hundred twenty (120) days of the discovery of an alleged violation by a member of the University community or law enforcement agency. Extensions may be granted at the discretion of the Title IX Coordinator who may waive this deadline in writing if the facts or circumstances warrant such a waiver. The determination of the Title IX Coordinator is final and is not subject to appeal.

When a student is alleged to have violated any of the provisions listed in the *Sexual Misconduct* section of this Code, the Title IX Coordinator may require an investigation into the allegation and following this investigation, shall render a finding as to whether such violations are likely to have occurred. In the event the accused student is also an

employee of SIUC in a capacity other than a student work employee, the investigation will be conducted by the Title IX Coordinator according to the SIUC Discrimination (Including Sexual Harassment) Complaint and Investigation Procedures. The Title IX Coordinator shall refer any findings to Student Rights and Responsibilities for appropriate discipline under this Code in addition to any other disciplinary procedures.

The investigator will prepare a report of the investigation and forward it to the Title IX Coordinator for a determination of whether there is sufficient evidence to make a finding of sexual harassment, sexual assault, dating/domestic violence or stalking. If no finding of sexual harassment, sexual assault, dating/domestic violence or stalking is made, the Title IX Coordinator shall submit the investigation report along with the finding to Student Rights and Responsibilities for a conference on any other allegations.

If the Title IX Coordinator determines there is sufficient evidence to support a finding of sexual harassment, sexual assault, dating/domestic violence or stalking, the Title IX Coordinator shall submit the investigation report along with the finding to Student Rights and Responsibilities for a sanctioning conference. Both the accused student and the victim have the right to appeal as set out in *Procedures for Appeal in Cases Investigated Under "Sexual Misconduct."*

The accused student and the victim will be notified in writing of the provisions alleged to have been violated. This notification will refer the accused student and the victim to the section of this Code which addresses procedures applicable to the adjudication of alleged violations.

Adjudication of Alleged General Misconduct

General Misconduct Administrative Conference Procedures

All other allegations of misconduct shall be adjudicated through these procedures.

1. Once it is determined that administrative conference proceedings will be initiated, all allegations along with the date, time and location of the administrative conference will be issued to the student in writing. All allegation and conference notices will be emailed to the student's University email account and will be presumed to be delivered unless returned as undeliverable. Students are responsible for checking their University email account. Students will be given at least three (3) days from time of notification of allegations to time of scheduled conference.
2. Students will meet with the designated Administrator(s) assigned to the case in a closed administrative conference. The University will exercise control over the conference to avoid needless consumption of time, avoid repetition of information, call a recess if needed, and ensure the proper treatment of all participants.
 - A. If the possible outcome of a finding of responsibility could result in a sanction of suspension or expulsion, an Administrative Panel will be convened.

Administrative Panel conferences will follow these same general administrative conference procedures.

- i. The conference Administrator will facilitate the Administrative Panel conference and the Administrative Panel will determine responsibility and assign sanctions if there is a finding of responsibility.
 - B. Prior to this conference, students are encouraged to arrange a meeting with the conference Administrator to review all available information to be discussed at the conference and to learn the names of any witnesses called by the University. Students may take notes on the information provided but will not receive copies of reports or other information during the review or conference, and may not take video, photographs, etc. of the information.
3. During this conference, students can expect the following:
 - A. The opportunity to discuss and understand all allegations and the conduct process in a civil manner. Failure to maintain appropriate decorum may result in the removal of the student from the conference and the conference proceeding in the student's absence;
 - i. If multiple students are alleged to have violated policy within the same incident, the University may present evidence to all involved parties at the same time and then meet with each student individually in an administrative conference.
 - B. The expectation to speak truthfully about the events in question, cover details extensively and discuss responsibility or lack thereof in the situation;
 - i. These conferences will, above all, be focused on what behavior may lead to a finding of responsibility and, if so found, how to work to correct future behavior.
 - ii. Students are expected to take responsibility for any misconduct and to be willing participants in correcting said behavior and restoring to the community as needed.
 - iii. If found responsible for a violation of the Code, to discuss appropriate sanctions. This could include a full discussion of all sanctions or the possibility of sanctions to be determined later. If sanctions are to be determined later they will be determined by the Administrator using only information presented in reports and during the conference;
4. During a conference, the student is entitled to:
 - A. Appear in person and be an active participant in the conference;
 - B. Have an advisor present for the conference.
 - i. It is preferred that the name of the advisor be submitted to the Administrator in writing, at least twenty-four (24) hours prior to the scheduled conference whenever possible. The advisor may not address the Administrator or other persons at the conference unless permitted by the Administrator. The advisor serves in a non-speaking, non-participatory role during the conference with the exception of the ability to consult with the student at reasonable intervals during the course of the conference. Witnesses who have been interviewed

as part of the investigation or are to be called to the conference may not also serve as advisors. Advisors or witnesses who are disruptive or otherwise do not maintain appropriate decorum may be removed from the conference proceedings and the conference will proceed in their absence;

- C. Have relevant witness statements considered as part of the proceeding. The student may provide a list of firsthand witnesses to the event or actions in question to the Administrator in writing. The University reserves the right to set a reasonable limit to a number of witnesses. Witnesses may submit written statements in lieu of attendance at the administrative conference. A witness must be a person who has direct knowledge of the event or actions in question. Character witnesses are generally not necessary as allegations are a question of a student's behavior, not a question of a student's character;
 - D. Elect not to appear at the conference, in which case the conference shall be conducted in the student's absence with the information available at that time;
 - E. Refuse to answer any questions or make a statement. The refusal to participate shall not be presumed to be an admission of responsibility; the Administrator shall make a decision on the basis of all information available at the time of the conference;
 - F. Confidentiality. All conferences shall be conducted in private session. All statements, information or comments given during conferences will be held in the strictest confidence by the student, the Administrator (in accordance with FERPA), University staff and advisors before, during and after deliberation. It is necessary to have a mutual expectation of maintaining confidentiality of information presented at the conference.
 - G. The right to an appeal.
5. The University may elect to record the conference proceedings which, if so, shall constitute the only permissible recording of the conference proceedings. Video, audio, stenographic or photographic recording of conference proceedings shall only be by the Administrator and at the sole discretion of the Administrator.
 6. Administrative conferences are closed to the public. The only people present for all parts of the administrative conference are the Administrator, the accused student and the student's advisor.
 7. At the administrative conference, the Administrator will present any witnesses and evidence relevant to the alleged violations. Following this presentation the student will have an opportunity to present any witnesses and evidence pertaining to the alleged violations.
 8. The student will have the opportunity to present witnesses and evidence relevant to the alleged violations. The Administrator shall have the right to disallow any witness, as outlined above.
 9. The Administrator may call a recess in the proceedings to facilitate a break, to gather further relevant information or to extend conference proceedings to subsequent days as requested by the student and/or deemed necessary by the Administrator.

10. At the conclusion of all conference proceedings, the conference administrator will have up to three (3) days to notify the student of a finding.
11. If found not responsible for any violations of the Code, the case will be considered closed.
12. If found responsible, students may receive sanctions at the conclusion of the administrative conference at the discretion of the Administrator(s). Otherwise all sanctions will generally be sent within three (3) days and in the same fashion as the notification of allegations.
 - A. When responsibility is acknowledged or determined, prior to the determination of the sanction(s), the administrator may allow the introduction of written or oral statement(s) which detail the impact on any victim(s) the violation caused;
13. Students shall have the right to appeal the outcome of this administrative conference in accordance with the timelines and procedures outlined in the *Appeals* section of this Code.

CONDUCT SANCTIONS

Potential sanctions include but are not limited to those listed below and may be issued alone or in combination.

The Administrator(s) may consider any information which he or she believes to be relevant in determining appropriate sanctions, including, but not limited to: academic performance, consultation with other entities, evidence provided at the administrative conference, information indicating that the violation was committed as a result of bias, prior conduct history or any other relevant information.

Any sanction may be issued in a conditional status (generally referred to as a “deferred” sanction), contingent upon compliance with a designated set of conditions, including appropriate future conduct for a period of time. In these situations, failure to comply with the designated conditions will result in the immediate enactment of the conditional sanction. Conditional sanctions may only be appealed at the time of issuance; Appeals at the time of enactment will not be considered timely and will not be heard.

Sanctions shall be considered in effect at the time they are communicated in writing to the student, either in person or sent to a student’s University email address.

Academic Sanctions

These sanctions may only be issued in conjunction with academic misconduct, unless otherwise directed by the Vice Chancellor of Student Affairs or the Office of Student Rights and Responsibilities.

Academic Censure – A written warning that behaviors exhibited are inconsistent with the values and standards set forth by the University and are not acceptable behavior for students of the University.

Adjustment of Grade on an Examination, Paper, Quiz, Test or Other Assignment – A reduction in letter grade, points or percentage on work determined to be connected to the violation.

Failure of an Examination, Paper, Quiz, Test or Other Assignment – A directed grade of zero (0) or F on work determined to be connected to the violation.

Adjustment of Course Grade – A reduction in letter grade for the course in which a violation occurred.

Failure of a Course – A directed grade of F assigned for the course in which the violation occurred.

Suspension – See “Suspension” in Administrative Sanctions section. This sanction may only be imposed by the Director of Student Rights and Responsibilities or the Administrative Panel.

Expulsion – See “Expulsion” in Administrative Sanctions section. This sanction may only be imposed by the Director of Student Rights and Responsibilities or the Administrative Panel.

Revocation of Degree – Revocation of a previously awarded academic degree. This sanction may only be imposed in situations where it has been determined a degree was obtained as a result of fraud or a significant portion of the work submitted in fulfillment of, and indispensable to the attainment of, said degree was obtained via one or more acts of academic misconduct. This sanction may only be imposed by the Provost.

Administrative Sanctions

Any sanction which the adjudicating officer believes to be appropriate may be assigned in response to the violation. Most sanctions are intended to be educational and provide students with an opportunity to reflect and learn from the adjudication of a violation or attempt to restore or promote the academic environment of the University community. Common sanctions include but are not limited to:

Probation – Removal of a student from good conduct standing. This sanction prevents a student from representing the University in extracurricular activities or serving in formal leadership roles on campus. It is a formal warning to the student that the behaviors exhibited by the violation are unacceptable in an educational community and serves as notice that any further violations of any provision of this Code will call into question the student’s right to remain a member of the University community. Probation is issued for a stated period of time appropriate to the type of violation and the student’s history of violations of this Code, after which time a student’s good conduct standing is restored.

Suspension – An involuntary separation of a student from the University for a stated period of time. While suspended, a student is barred from all University premises and is prohibited from participating in University-sponsored activities. A notation of the imposition of this sanction is made on the student’s transcript at the time the suspension is enacted. Suspension is imposed for a period of time appropriate for the type of violation and the student’s history of violations of this Code. Prior to the lifting of a suspension, all other imposed sanctions must be completed, unless otherwise noted in the written notification of sanctions or at the discretion of the Office of Student Rights and Responsibilities.

Expulsion – Permanent, involuntary separation from the University. When expelled, a student is barred from all University premises and is prohibited from participating in University-sponsored activities. A notation of the imposition of this sanction is made on the student’s transcript at the time that the expulsion is enacted.

Alteration of Housing Status – An administrative restriction which prohibits a student from entering or residing in a specified building, area or from all property owned, operated, leased or controlled by University Housing. Students are responsible for any administrative costs associated with this sanction, including any specified penalties associated with breaking a contract with University Housing. This sanction may only be imposed with approval from the Director of University Housing.

Class, Activity or Workshop – Required attendance in a class, activity or workshop designed to educate students as to the risks and consequences of exhibited behaviors. Any assigned classes shall be non-credit and will not be reflected on a student’s transcript. The student is responsible for any costs associated with participation in a class, activity or workshop.

Community Service – Completion of a specified number of community service hours. Specific requirements, such as location or type of service or specific verification requirements, may be imposed by the Administrator. These hours may not be used to meet any other organizational service hours or philanthropic requirement.

Fine – The purpose of this sanction is to ensure that students do not profit from violations of the Student Conduct Code, to reduce a student’s financial ability to repeat a violation, or to provide funds to pay for costs directly associated with the type of violation in question.

Mandated Assessment – A mandatory assessment by one or more units of the University or by a licensed health care provider in the community. Based upon

such an assessment and upon the recommendation of the provider, a student may be required to attend follow-up meetings, sessions or assessments. The student is required to authorize the provider to share relevant information with the conference Administrator in order to confirm satisfactory completion of the assigned sanction. The student is responsible for any costs associated with this assessment and all required follow-up meetings, sessions or assessments.

Mandatory Program Sponsorship – A requirement to research, plan, and execute a program on a topic which the Administrator determines to be appropriate to the nature of the violation. The Administrator will specify the type and nature of the program, as well as determine specific requirements, which may include advertising, co-sponsorship or attendance goals, which must be met.

Restitution – Payment of specified costs incurred by another person, entity or the University. These costs may include but are not limited to the cost to repair or replace items or facilities which were damaged, destroyed, stolen or vandalized; the cost of time and labor for temporary and/or permanent repairs or any associated cleaning costs. Estimates may be used in determining costs or costs may be determined after restoration is complete to ensure an accurate assessment.

Restriction on Activity – Restriction of a specific activity directly related to a violation for a specified period of time.

Written Assignment – A designated written activity related to the specific violation(s). To be completed as assigned by the conference Administrator.

Written Warning – An articulated statement that behaviors exhibited are inconsistent with the values and standards set forth by the University and are not acceptable behavior for students of the University.

Organizational Sanctions

University reserves the right to impose any of the aforementioned sanctions in addition to the sanctions listed below:

Organizational Probation - Removal of an organization from good conduct standing. Imposition of this sanction prevents an organization from accessing, utilizing or being eligible to request funds from the Undergraduate Student Government or the Graduate and Professional Student Council, as well as any other sources of University funding. It does not restrict access to funds generated by the organization through fundraising activities, membership dues or other non-institutional sources. While on probation, members of the organization are prohibited from traveling, for any reason, through the use of University funds, resources and vehicles for the purposes of representing the

organization. Organizational Probation is a formal warning to the organization that the behaviors exhibited by the violation are unacceptable in an educational community and serves as notice that any further violations of any provision of this Code will call into question the organization's right to remain a member of the University community. Probation is issued for a stated period of time appropriate to the type of violation and the organization's history of violations of this Code, after which time, barring any further violations an organization's good conduct standing is restored.

Organizational Suspension - An involuntary separation of an organization from the University for a stated period of time. While suspended, an organization is barred from representing the University, operating on all University premises and from participating in University-sponsored activities. Suspension is imposed for a period of time appropriate for the type of violation and the organization's history of violations of this Code. Prior to the lifting of a suspension, all other imposed sanctions must be completed, unless otherwise noted in the written notification of sanctions.

Organizational Expulsion - Permanent, involuntary separation from the University. When expelled, an organization is barred from representing the University, operating on all University premises and is prohibited from participating in University-sponsored activities.

Parental Notification

The University reserves the right to notify the parents/guardians of dependent students regarding any conduct situation, particularly alcohol and other drug violations. The University may also notify parents/guardians of non-dependent students who are under the age of 21 of alcohol and/or other drug violations. Parental notification may also be utilized discretionarily by Administrators when permitted by FERPA or consent of the student.

NOTIFICATION OF OUTCOMES

The outcome of an administrative conference is part of the education record of the responding student and is protected from release under the Federal Education Rights and Privacy Act (FERPA), except under certain conditions. As allowed by FERPA, when a student is accused of a policy violation that would constitute a crime of violence, the University will inform the alleged victim bringing the complaint in writing of the final results regardless of whether the University concludes that a violation was committed. Such release of information may only include the alleged responding student's name, the violation committed and the sanctions assigned (if applicable). In cases of sexual misconduct and other offenses covered by Title IX, only, the rationale for the outcome will also be shared with all parties to the complaint, in addition to the finding and sanction(s).

In cases where the University determines through the student conduct process that a student violated a policy that would constitute a crime of violence offense, the University may also release the above information publicly or to any third party. FERPA defines “crimes of violence” to include:

- 1) Arson
- 2) Assault offenses (includes stalking)
- 3) Burglary
- 4) Criminal Homicide—manslaughter by negligence
- 5) Criminal Homicide—murder and non-negligent manslaughter
- 6) Destruction/damage/vandalism of property
- 7) Kidnapping/abduction
- 8) Robbery
- 9) Forcible sex offenses
- 10) Non-forcible sex offenses

FAILURE TO COMPLETE CONDUCT SANCTIONS

All students and groups, as members of the University community, are expected to comply with conduct sanctions within the timeframe specified by administrative conference officer. Failure to follow through on conduct sanctions by the date specified, whether by refusal, neglect or any other reason, may result in a registration hold being placed on the student’s account, additional sanctions being imposed and/or suspension from the University. A hold or suspension will only be lifted when compliance with conduct sanctions is satisfactorily achieved. This determination will be made by the Office of Student Rights and Responsibilities.

APPEALS

Procedures for Appeal in Cases Investigated Under “Sexual Misconduct”

In cases investigated under *Sexual Misconduct*, if a student found to be in violation files an appeal, and a victim, as defined by this Code, has been identified, the victim shall be notified of the appeal, provided a copy of all documents submitted by the appellant and shall have three (3) days to submit a response to the appeal.

If the victim files a response, the appellant shall be provided a copy of any documents supplied by the victim and shall have two (2) days to submit any responding documents. If the appellant supplies a response, the victim shall be provided with a copy of any documents supplied by the appellant and shall have two (2) days to submit any responding documents.

Following this, both parties shall have available to them, all appeal documents which have been submitted and shall have one (1) day to submit, in writing, any summative remarks to be considered by the appeal officer. New evidence submitted at this point will not be considered by the appeal officer. In cases where the initial appeal is filed by the victim in a case, the accused student shall have the same rights as the victim, as

noted above.

In situations involving a victim, as defined in this Code, the victim shall have the right to notification of the outcome of an administrative conference or appeal and the right to file an appeal of that outcome, subject to the procedures, conditions, timelines and limitations set forth above.

Potential outcomes for an appeal may include the case being remanded for a new investigation. This new investigation will not be completed by the investigator who originally reviewed the case. In these circumstances, any sanctions which have been issued will be held in abeyance pending the outcome of the new investigation.

Procedures for Appeal in All Other Cases

The student may request an appeal of the decision of the administrative conference to the Office of Student Rights and Responsibilities, subject to the procedures outlined on srr.siu.edu. An appeal is not a new administrative conference; it is a procedural safeguard to ensure students receive a fair administrative conference and equal access to their rights articulated in this Code. An appeal may be filed by the respondent or by a victim, as defined in this Code. The person filing the appeal is referred to as the appellant.

A student has three (3) days from the date and time an email was sent to a student's University email address with notification of the outcome to submit an appeal. Appeals submitted after this deadline will generally not be considered. Any exceptions are made at the discretion of the Office of Student Rights and Responsibilities and, when appropriate, the Title IX Coordinator. Appeals will be addressed in the most reasonable time frame possible following the submission of the appeal; outcomes will generally be rendered within five (5) days.

All sanctions imposed by the original administrative conference body remain in effect while the appeal is considered. In cases appealing a sanction of suspension, expulsion or revocation of degree, the appeal shall be referred to the Dean of Students, or designee. The decision of the Dean or designee is final and there is no further avenue of appeal. In cases appealing any sanction less than suspension, expulsion or revocation of degree, the appeal shall be referred to the designee of the Dean of Students and managed by the Office of Student Rights and Responsibilities. The decision of the Dean's designee is final and there is no further avenue of appeal.

Appeals requests are limited to the following grounds:

- 1) A procedural error occurred that significantly impacted the outcome of the administrative conference (e.g. substantiated bias, material deviation from established procedures, etc.).
- 2) To consider new evidence, unknown at the time of the original conference or investigation that could substantially impact the original finding or sanction.

Failure to provide information during or to participate in an investigation or a conference, even resulting from concern over pending criminal or civil proceedings, does not make evidence “unknown” at the time of the conference. A summary of this new evidence and its potential impact must be included in the appeal.

- 3) The sanctions imposed are substantially disproportionate to the severity of the violation.

The burden of proof rests on the appellant to show a valid basis for appeal. The appellant must show that it is more likely than not that the alleged basis for appeal exists and affected the outcome of the administrative conference.

Potential outcomes for an appeal include a finding of no basis for appeal, that the decision is upheld, that the decision will be modified, that the decision will be overturned or that the case will be remanded for a new administrative conference.

Sanctions become effective on the date they are communicated in writing to the student and are not held in abeyance pending the filing or outcome of any appeal. Sanctions may be held in abeyance when a case is remanded for a new administrative conference. In accordance with Board of Trustees Policy, a student is not eligible to graduate while an appeal is pending.

DISCIPLINARY RECORDS

All conduct records are maintained by the University for a minimum of seven (7) years from the time of their creation. Conduct records that result in separation (suspension or expulsion, including from housing) and those that fall under Title IX, are maintained indefinitely.

INTERPRETATION AND REVISION

The Vice Chancellor of Student Affairs, or designee, shall be responsible for ensuring the application and administration of the Student Conduct Code. Interpretation of the Code shall be at the discretion of the Vice Chancellor of Student Affairs, or designee, for final determination.

The Student Conduct Code shall be reviewed in its entirety not less than once every two (2) years, and more frequently upon the written recommendation of the Director of Student Rights and Responsibilities and with the approval of the Chancellor. The Chancellor shall appoint a committee consisting of one member of the student body, one member of the faculty, one member of the administration, and one member from the Office of the General Counsel.

The chair of the committee shall be the Director of Student Rights and Responsibilities. The member representing the student body and the member representing the administration shall be recommended by the Vice Chancellor of Student Affairs. The

member representing the faculty shall be recommended by the Provost and Vice Chancellor. If either Vice Chancellor fails to appoint a member within 30 days of being formally requested, the Director of Student Rights and Responsibilities shall make such recommendations as necessary to appoint all members listed.

Following approval of any amendments to the Code, they shall be considered in effect on the day following the date that written notification, to include the internet address (<https://srr.siu.edu/student-conduct-code/>) where the amended version of the Code can be found, is sent to all students via email, from the Vice Chancellor of Student Affairs or designee.

DEFINITIONS

Accused Student – Any student who is alleged to have violated a provision of this Code.

Address – The local address on record with the Office of the Registrar and/or the email address issued by the University. Students are reminded that University email is the University’s primary means of communication with students. Students are responsible for all communication delivered to their University email address.

Adjudication – The process by which alleged violations of this Code are resolved, including all administrative conferences and appeals.

Administrative Conference – An investigative and adjudicative proceeding to discuss alleged violations of this Code in which a student is afforded rights provided for in the Code, sometimes referred to as a “conference.”

Administrator – Any person or entity authorized by the University to adjudicate allegations of misconduct, determine whether a violation has been committed and to determine sanctions appropriately.

Administrative Panel – Generally a three person group of administrators authorized by the University to adjudicate allegations of misconduct when a possible outcome of a finding of responsibility could lead to suspension or expulsion.

Admission – Admission, readmission, re-entry, registration or re-registration, as a student, into any educational program at SIU.

Advisor – Any individual selected by a student to assist the student during the adjudicative process. Advisors may not have had direct involvement with the alleged violation, either as an involved party or a witness unless such a person’s presence is approved by the Director of Student Rights and Responsibilities prior to the conference. The determination of the Director shall be final and is not subject to appeal.

Allegation – An allegation of a violation of a specific provision of this Code. Also referred to as “violation,” although findings of responsibility come only after due process has been afforded to the accused.

Appeal – The process by which a student may contest the decision of an administrative process.

Board of Trustees – The Board of Trustees of Southern Illinois University.

Chancellor – The individual appointed by the Board of Trustees to the position of Chancellor of Southern Illinois University Carbondale. This term refers to the person holding the title as well as his or her designees.

Complainant – Any member of the University community who alleges a violation of the Code. In situations where a complaint is brought by a member of the faculty or staff or in situations where a complaint is initiated by an entity outside the University, the University shall act as complainant. When a student brings a complaint, the University may act as complainant at the discretion of the Director of Student Rights and Responsibilities.

Complaint – A formal statement alleging that an individual’s or group’s behavior has violated one or more provisions of the Code.

Conditional Sanction – Any sanction may be issued in a conditional status, contingent upon compliance with a designated set of conditions, including appropriate future conduct for a period of time. In these situations, the determination, via due process, of a failure to comply with the designated conditions may result in the enactment of the conditional sanction immediately. Conditional sanctions may only be appealed at the time of issuance. Appeals at the time of enactment will not be considered timely and will not be considered.

Consent – a clear, affirmative, unambiguous and freely given agreement to engage in a specific sexual activity. Consent is demonstrated verbally or through actions that clearly indicate a willingness to engage in the specific sexual activity. Lack of verbal or physical resistance does not constitute consent. Consent to engage in sexual activity with one person does not constitute consent to engage in sexual activity with another person, and consent for a specific activity does not imply consent for any other activity. Use of alcohol, drugs or other intoxicants does not diminish one’s responsibility to obtain consent.

Consent must be knowing and voluntary. To give consent, a person must be awake, of legal age, and have the capacity to reasonably understand the nature of his or her actions. Consent cannot be given by an individual who is mentally or physically incapacitated through the effect of drugs, alcohol or other intoxicants or for any other

reason. Consent cannot be given when it is coerced, forced or obtained by use of duress, fear, threats or violence. Consent is not implied by the existence of a prior or current relationship or participation in prior sexual activity. A person's manner of dress does not constitute consent. Consent to engage in sexual activity may be withdrawn at any time and is automatically withdrawn by a person who is no longer capable of giving consent.

Controlled Substances – Controlled substances include but are not limited to: cannabis, cocaine, ecstasy, heroin, LSD, methamphetamines, prescription medications or other natural or synthetic intoxicants.

Day – A day is generally defined as any weekday not designated by the Office of the Registrar as a holiday or administrative closure day, unless otherwise stated.

Designee – Any person to whom a specific authority or responsibility has been delegated by the holder of the authority or responsibility. Designees are generally appointed by the Board of Trustees, Chancellor or other University officers.

Director of Student Rights and Responsibilities – The University Administrator with assigned authority over the Office of Student Rights and Responsibilities.

Drug – Any substance (other than food that only provides nutritional support) that, when inhaled, injected, smoked, consumed, absorbed or dissolved causes a temporary (and often psychological) change in the body.

Finding – A formal determination that an alleged violation of University policy is more likely than not to have occurred.

Greek Letter Organization – an identifiable group or association that holds membership in one of the four governing bodies overseen by the Inter-Greek Council – the College PanHellenic Council (CPH), Inter-fraternity Council (IFC), Multicultural Greek Council (MGC), and National-Pan-Hellenic Council (NPHC).

Instructor – Any member of the faculty, teaching assistant or other person responsible for instruction related to an academic course.

Interim Action or Sanction – A formal limitation or requirement imposed upon a student as a result of an alleged violation, for a limited time, pending a formal adjudication and subject to the limits set forth in this Code.

Investigator – Any person with specific knowledge, experience and training in the investigation of allegations of sexual assault, sexual harassment, dating/domestic violence or stalking who has been appointed by the Title IX Coordinator to investigate allegations of alleged misconduct.

Notification – Documented communication between the University and a member of the University community via written or oral communication, which may include communication via campus mail, hand delivery, telephone, email, or US mail. Notification refers to the act of delivery and is considered complete without regard for an individual's choice to access, read or respond to the communication. Students are reminded that University email is the University's primary means of communication with students. Students are responsible for all communication delivered to their University email address.

Organization Advisor – The member of the University faculty or staff who has been identified as, and accepted, the advisor role of a Greek Letter Organization or a Registered Student Organization, as defined in this Code, at the time that notice of the alleged violation is initially communicated.

Organization President – The student whom an organization has identified as the primary officer of the organization through election, appointment, seniority or other means, regardless of the specific title at the time that notice of the alleged violation is initially communicated. The individual on record with the Office of Student Life as holding this position shall generally be considered the organization president.

Policy – Any rule or regulation which has been duly authorized, passed, enacted or published by the University or the Board of Trustees or designees.

Registered Student Organization – an identifiable group of students who have complied with requirements for registration as set forth by the Undergraduate Student Government and the Office of Student Engagement. Included are groups that seek, but have not been granted, recognized status.

Sanction – A formal notice, limitation, withdrawal of privilege, or requirement imposed upon a student as a result of adjudication.

Student – Any person who, at the time of an alleged violation of this Code, meets one or more of the following requirements:

1. A person taking one or more courses, enrolled either full or part-time, and/or pursuing undergraduate, graduate or professional studies.
2. A person notified of acceptance for admission to the University.
3. A person living in property owned, operated or managed by the University, unless the sole purpose for residing in that property is in fulfillment of a requirement of employment.
4. A person who, prior to completing adjudication of alleged violations, graduates, withdraws or is otherwise separated from the University.
5. A person who, though not currently enrolled, is eligible to enroll in one or more courses without admission.

University – Southern Illinois University Carbondale. In the conduct process, “University” generally refers to the Vice Chancellor for Student Affairs, or designee.

University Community – Members of the University community include members of the Board of Trustees, employees, students, University officials and volunteers affiliated with Southern Illinois University.

University Official – Any individual authorized or directed by the Board of Trustees or Chancellor to perform any delegated function.

University Premises – Any land, building, facility or other real property owned, leased, operated or otherwise controlled by the University, including sidewalks, streets and adjoining public spaces.

Victim – Any person alleged to have been the victim of one or more alleged violations of the Sexual Misconduct policy or any other act of sexual misconduct, as defined by this Code, which is alleged to create a hostile environment. Any person to whom the University has a legal obligation to disclose the outcome of an adjudication or any person who must be informed of the outcome of adjudication in order for sanctions to be effectively implemented.

Violation – A breach of one or more provisions of this Code as determined through the provisions of adjudication in this Code.

Purpose

An Undergraduate Catalog is published each year that provides information about Southern Illinois University Carbondale (SIU). Primary attention is given to academic programs, rules and regulations, and procedures. The Undergraduate catalog addresses issues of interest to campus students (traditional and non-traditional), but does not address all issues concerning military and off-campus program students (traditional and non-traditional). This catalog supplement addresses concerns of Southern Illinois University Carbondale programs at military bases in the state of Florida.

The Southern Illinois University Carbondale Undergraduate Catalog is available at:
<http://registrar.siu.edu/catalog/undergraduatecatalog.php>

SIU Extended Campus

SIU Extended Campus extends resources to individuals both on and off campus. Administrative support services for distance education are provided through this area for the SIU Campus. Online programs and courses, off campus programs and courses, evening and weekend courses enable educational, cultural, and physical resources of the university to be extended beyond the traditional campus.

Online, Off Campus, & Military. Quality academic programs and courses are offered via online, blended (hybrid), and face-to-face instruction at various off campus and military installations.

For more information about our online programs and courses, please contact:

618/453-3430 phone

618/453-5668 fax

Email: extendedcampus@siu.edu

Website: extendedcampus.siu.edu

SIU Extended Campus maintains a webpage with information for distance education programs and students: <http://extendedcampus.siu.edu/>

Licensure

SIU is licensed by the Commission for Independent Education, Florida Department of Education. Additional information regarding this institution may be obtained by contacting the Commission at 325 West Gaines Street, Suite 1414, Tallahassee, Florida 32399-0400 toll-free telephone number (888) 224-6684.

Accreditation

SIU is accredited by the Higher Learning Commission, a Commission of the North Central Association (HLC). For up-to-date HLC accreditation information, please visit:

<https://www.hlcommission.org/component/directory/?Action=ShowBasic&Itemid=&instid=1156&lang=en>

Employment Placing

The Career Services department at Southern Illinois University Carbondale is available to assist students and alumni with career advising, job search assistance, resume development, interview preparation, career exploration and much more. To learn more about Career Services, please visit

<http://careerservices.siu.edu/>

Southern Illinois University Carbondale does not track employment placement by means of maintaining regional accreditation. Southern Illinois University Carbondale does not guarantee employment upon degree completion.

Administrators

Board of Trustees

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Officers of Administration, Southern Illinois University Carbondale

John M. Dunn, Interim Chancellor
Meera Komaraju, Provost and Vice Chancellor for Academic Affairs

SIU Extended Campus Administration

Julie Dunston, Interim Executive Director
Ha-Yee Teska, Associate Director

Faculty

Workforce Education and Development

Naval Air Station Jacksonville (#2599)

Jimmy Williams, MBA, Florida Institute of Technology

Workforce Education and Development

Naval Air Station Pensacola (#2751)

Christina Parker, MS, University of Southern Alabama

Richard Walker, Ph.D., University of Southern Mississippi

Workforce Education and Development

Naval Station Mayport (#2720)

Kaliym Islam, Ph.D., Northcentral University

Site Liaisons, Physical Facilities and Equipment

Mayport Naval Station

Program Offerings: Workforce Education and Development (WED)

ID: 2720

460 Massey Avenue, Room 302

Jacksonville, FL 32228-9998

Site Liaison: Amanda Williams, mayport@siu.edu

Phone: 904-246-4549

SIU has two office spaces with a common door leading to a hallway. Both offices are located in Building 460, which is the former Navy College Office on the installation. Office space is 12x15 feet and 10x15 feet. All furnishings are provided by U.S. Navy, SIU, or are personal property. Each office has a desk arrangement, chairs, computer and printer; copy machine and several file cabinets. Site Coordinator's office also has several bookcases. SIU shares classroom space with other on base schools. Classes are held in the Mayport NS Meeting Rooms (three total – 30-48 occupancy) located in Building 460. All classroom chairs and desks are provided by the U.S. Navy, although instructional equipment is provided by SIU.

Naval Air Station Jacksonville

Program Offerings: Workforce Education and Development (WED)

ID: 2599

110 Yorktown Avenue

Bldg. 110, Room 11

Jacksonville NAS, FL 32212

Site Liaison: Drew Smith, jacksonville@siu.edu

Phone: 904-771-4258

Office space located in Building 110, on the second floor, which is the Navy College Office on the installation. The office contains a copy machine, one computer and one printers, file cabinets, bookcase, two desks, three seats, and a table. Furnishings are supplied by the U.S. Navy, SIU, or are personal property. At NAS Jacksonville, classroom space, desks, and chairs are provided by the U.S. Navy, but on a floating basis. The smallest classroom available holds 20 students, but most rooms hold 30-35 students.

Naval Air Station Pensacola

Program Offerings: Workforce Education and Development (WED)

ID:

250 Chambers Avenue

Building 634, Suite 13

Pensacola, FL 32508

Site Liaison: Pamela Saucier, pensacola@siu.edu

Phone: 850-455-2449 or 850-458-6263

Workforce Education and Development is currently given the use of one classroom housed within the Navy College building for use on weekends. The classroom has seats for 28 students. We are not authorized to use Navy instructional or audiovisual equipment, and provide our own on class meeting days.

The office space is in the Navy College complex, which is below the base library in Building 634 on Chambers Avenue. The space occupied for our program measures 32 x 43 feet, and is divided into four rooms. The SIU office measures 9 x 14 feet, and is accessed through our outer office. The student lounge and computer lab is in the rear, measuring 32 x 14 feet. The large outer office is set up as a classroom. The other room is 9 x 14 feet, and is utilized as an extra office. Office furniture is supplied by SIU as is all instructional, audiovisual, office, and communication equipment as well as supplies.

SIU Undergraduate Catalog – Clarifications for Florida students

Financial Aid

The Financial Aid Office (FAO) at Southern Illinois University (SIU) Carbondale assists students by awarding financial aid to help pay for their post-secondary education. Financial aid is available from federal, state, institutional and private sources. Financial aid is available to students with financial need and those without need.

To apply for financial aid at SIU:

- File a **Free Application for Federal Student Aid (FAFSA)** (<https://studentaid.gov/h/apply-for-aid/fafsa>)
- Complete FAFSA as early as possible after October 1st with Southern Illinois University Carbondale (Federal School Code 001758) listed as a school choice.
- SIU does not have an institutional financial aid application, so students only need to complete the FAFSA.
- Students who have applied for aid during the previous year should complete a Renewal FAFSA.

- Filing electronically provides the benefit of built-in edits to improve accurate completion of the application and the processing time is generally one to two weeks faster than filing the paper FAFSA.
- Students and parents of dependent students should request an FSA-ID at the U.S. Department of Education's web site: fsaid.ed.gov.
- The FSA-ID serves as an electronic signature, which significantly improves the processing time.
- A paper signature page must be downloaded, signed and mailed for students or parents who don't have an FSA-ID.
- A federal customer service telephone helpline is available at **800/433-3243 or 319/337-5665**.

Application Results or Changes

- A Student Aid Report (SAR) is provided to students, electronically or on paper, when the financial aid application is processed.
- The SAR should be reviewed for accuracy and completeness.
- If the SAR has errors, corrections should be completed, signed, and the SAR submitted to the address indicated for reprocessing or electronic corrections can be made at the U.S. Department of Education's FAFSA web site by using the FSA-ID.
- When a correct SAR is received, it should be retained by the student.
- SIU receives SAR information electronically, so it is not necessary for a paper SAR to be submitted to SIU.
- If a financial aid application has been filed, but SIU was not listed as a school choice, a school change should be initiated. This may be done by using the Student Aid Report, or SAR (obtain a duplicate SAR by calling 800/433-3243) or through the U.S. Department of Education's FAFSA web site by using the FSA-ID. Students admitted to SIU Carbondale may also request that the Financial Aid Office initiate a school change. Southern Illinois University Carbondale (Federal School Code 001758) should be entered as a school choice.

The primary types of financial aid programs are as follows:

- **Scholarships** (<https://fao.siu.edu/types/scholarships.php>) – Gift aid that is awarded based on a variety of factors such as academic achievement, talent, athletic ability, leadership, geographical location, field of study and/or financial need. Scholarships do not have to be repaid.
- **Grants** (<https://fao.siu.edu/types/grants.php>) - Gift aid that is awarded based on demonstrated financial need. Grants do not have to be repaid.
- **Student Loans** (<https://fao.siu.edu/types/loans/>) – Funds that are borrowed to help pay for educational expenses. Loans must be repaid, usually with interest.

SCHOLARSHIPS

Our mission at SIU is to dismantle anything that stands between people and discovery. For many, the cost of a college education is an obstacle. Because we believe initiative should always be rewarded, we have designed our academic scholarship program to reward students for their academic achievements and to cover more tuition expenses. All our scholarships are now four year awards, and funding will be available to students through the Spring. Based on your academic achievements, you may already qualify for significant award funding!

Applying

The Southern Illinois University Academic Scholarship Office awards scholarships to outstanding students who demonstrate the potential for superior academic performance. New freshmen applicants must be admitted to be considered for our new freshmen merit-based scholarships, which include the Dean's Scholarship, University Excellence Scholarship, and Chancellor's Scholarship. Awards are based upon the qualifying credentials submitted at the time of applying for admission. A student must be a U.S. citizen, permanent resident, undocumented resident, or deferred-action child to be considered/awarded an academic scholarship. Merit based awards are awarded to student taking classes on the SIU Carbondale campus. To get started, [Apply for Admission](#) now, then submit your [SIU General Scholarship Application](#) (available starting in August) to be considered for our college and departmental scholarships.

After completion of your SIU General Scholarship Application, the SIU Scholars Program Application will be available for those who qualify to compete for our University Excellence and Chancellor's Scholarships. The SIU Scholars Program Application must be submitted by **December 1** in order to receive consideration.

For the 2020-21 academic year, first year students starting Fall 2020 that are Illinois residents have the opportunity to receive additional funding based upon their test score and high school GPA. Check out our [AIM HIGH Scholarships](https://scholarships.siu.edu/types/freshmen/aim-high-scholarships.php) (<https://scholarships.siu.edu/types/freshmen/aim-high-scholarships.php>) to find out more.

Other Freshman Scholarships may require you to complete special questions, an essay, or attach other supporting material. To ensure maximum consideration, students should complete the SIU General Scholarship Application, review their 'Recommended' opportunities within their General Scholarship Application Manager account and apply for all applicable opportunities before December 1.

2020-2021 Freshman Scholarships

Scholarship	Criteria	Total Value	Deadline
Dean's Scholarship	<ul style="list-style-type: none">Admitted to SIUAt least a 24 ACT or 1160 SAT and a 3.5 high school GPA	<ul style="list-style-type: none">\$4,000 - \$6,000/year for four yearsTotal value of \$16,000 - \$24,000	<ul style="list-style-type: none">Awarding begins July 1, 2019

Competitive Scholarships

Scholarship	Criteria	Total Value	Deadline
<p><u>University Excellence Scholarship</u></p>	<ul style="list-style-type: none"> • Submit an SIU Scholars Program Application • Demonstrate leadership skills • Complete an interview at SIU • Successful applicants typically have at least a 28 ACT or 1310 SAT and 3.5 high school GPA to qualify 	<ul style="list-style-type: none"> • \$9,500/year for four years • Total value of \$38,000 	<ul style="list-style-type: none"> • A complete admission application, including high school transcript and test score, submitted to SIU Undergraduate Admissions by November 1 • SIU Scholars Program Application submitted by December 1 • Interviews: February 7 & 8, 2020
<p><u>Chancellor's Scholarship</u></p>	<ul style="list-style-type: none"> • Submit an SIU Scholars Program Application • Demonstrate leadership skills • Complete an interview at SIU • Successful applicants typically have at least a 28 ACT or 1310 SAT and 3.5 high school GPA to qualify 	<ul style="list-style-type: none"> • Covers in-state tuition, mandatory fees, room and board for a total of four years • Total value of more than \$102,000 	<ul style="list-style-type: none"> • A complete admission application, including high school transcript and test score, submitted to SIU Undergraduate Admissions by November 1 • SIU Scholars Program Application submitted by December 1 • Interviews: February 7 & 8, 2020

Competitive Scholarships

To compete for the Chancellor's or University Excellence Scholarships, a separate application and interview will be required. For consideration, a student should have their complete Application for Undergraduate Admission submitted no later than **November 1**. Eligible applicants will be directed to the SIU Scholars Program Application after the completion of the SIU General Scholarship Application. Selection is competitive and based upon a holistic review of your academic credentials submitted at the time of applying for admission. Successful applicants typically have at least a 28 ACT or 1310 SAT to qualify as a finalist to interview for the competitive scholarships. Recipients of the awards will have their original Dean's Scholarship upgraded to the new award. The Dean's Scholarship cannot be combined with the University Excellence or Chancellor's Scholarship.

The Southern Illinois University Academic Scholarship Office awards scholarships to outstanding students who demonstrate the potential for superior academic performance. A student must be a U.S. citizen, permanent resident, undocumented resident, or deferred-action child to be considered/awarded an academic scholarship. Merit-based awards are awarded to student taking classes on the SIU Carbondale campus. Transfer applicants are considered for scholarships based upon qualifying documentation that is submitted at the time of applying for admission and the SIU General Scholarship Application. To ensure maximum consideration, students should be knowledgeable of the specific requirements and deadlines associated with all of the scholarships that are awarded.

The awarding process begins in July for the Dean's Transfer Scholarship, and continues until all funds have been exhausted. A [General Scholarship Application \(https://siu.academicworks.com/\)](https://siu.academicworks.com/) is required for the Phi Theta Kappa Scholarship, which is awarded after March 1. Students must be admitted and meet the minimum GPA and credit hour requirements to receive consideration for these awards.

We have two competitive transfer scholarships offered at SIU, the Provost's and Transfer Achievement Scholarships. Students should be admitted to SIU Carbondale by February 1 to be considered for these competitive scholarships. More information about the awards can be found below.

For the 2020-21 academic year, first year students starting fall 2020 that are Illinois residents have the opportunity to receive additional funding based upon their completed transfer hours and GPA. Check out our [AIM HIGH Scholarships \(https://scholarships.siu.edu/types/freshmen/aim-high-scholarships.php\)](https://scholarships.siu.edu/types/freshmen/aim-high-scholarships.php) to find out more.

2020-21 Transfer Scholarships

Name	Criteria	Total Value	Deadline
<u>Dean's Transfer Scholarship</u>	<ul style="list-style-type: none">• 3.50 Transfer GPA• Completed 30 transferable credit hours	<ul style="list-style-type: none">• \$4,000/year for two years• Total value of \$8,000	Awarding begins July 2019 for those entering 2020-21

Name	Criteria	Total Value	Deadline
<u>Phi Theta Kappa Scholarship</u>	<ul style="list-style-type: none"> Receive a Dean's Transfer Scholarship offer Member of PTK for at least one academic year 	<ul style="list-style-type: none"> \$3,000 for the first year *five awarded each year 	Awarding begins March 1

Competitive Scholarships

Name	Criteria	Total Value	Deadline
<u>Transfer Achievement Scholarship</u>	<ul style="list-style-type: none"> Eligible for a Dean's Transfer Scholarship Scheduled to earn an associates degree from a regionally accredited community college before enrolling at SIU Submit a Transfer Scholars Program Application Complete an interview at SIU 	<ul style="list-style-type: none"> \$8,000/year for two years Total value of \$16,000 	<ul style="list-style-type: none"> Admitted to SIU: February 1, 2020 Complete Transfer Scholars Program Application: February 16, 2020 Complete scholarship interview at SIU: March 23, 2020
<u>Provost's Scholarship</u>	<ul style="list-style-type: none"> Eligible for a Dean's Transfer Scholarship Scheduled to earn an associates 	<ul style="list-style-type: none"> Covers tuition and mandatory fees for a total of two years. 	<ul style="list-style-type: none"> Admitted to SIU: February 1, 2020 Complete Transfer Scholars Program Application: February 16, 2020

Name	Criteria	Total Value	Deadline
	<ul style="list-style-type: none"> degree from a regionally accredited community college before enrolling at SIU • Submit a Transfer Scholars Program Application • Complete an interview at SIU 	<ul style="list-style-type: none"> • Total value of over \$29,000. 	<ul style="list-style-type: none"> • Complete scholarship interview at SIU: March 23, 2020

Dean's Transfer Scholarship

Students who will transfer with a cumulative grade-point average of at least 3.50 GPA (4.0=A) are eligible to compete for the Dean's Transfer Scholarship. Awarding begins July 1 and continues until all funds have been awarded. Southern Illinois University Carbondale will notify admitted students who are eligible to receive an academic scholarship. All academic scholarships are competitive and are offered on a funds-available basis. Please note: students who complete a Bachelor's Degree before entering SIU are not eligible to compete for the SIU Dean's Transfer Scholarship.

Phi Theta Kappa Scholarship

Transfer students who have been members of Phi Theta Kappa for one academic year and will transfer with at least a 3.50 GPA (4.0=A) are eligible to compete for the PTK Scholarship Award. Awarding begins after March 1. In order to be considered for the PTK award, you must first be awarded the Dean's Transfer Scholarship and submit the SIU General Scholarship Application. Southern Illinois University Carbondale will notify admitted students who are eligible to receive an academic scholarship. All academic scholarships are competitive and are offered on a funds-available basis.

Competitive Scholarships

Transfer students who are eligible for a Dean's Transfer Scholarship, are admitted to SIU by February 1, and are scheduled to earn their associates degree from a regionally accredited community college before entering SIU are eligible to compete for our Provost's and Transfer Achievement Scholarships. A separate application is required. Eligible students must submit a Transfer Scholars Program Application by February 16, 2020 to be considered.

Additional scholarship opportunities

Departmental scholarships are also awarded each year to new and current students by the various Colleges across campus. Students who have chosen a major are encouraged to contact the department in their academic area of study regarding scholarship opportunities. Most college and departmental scholarship opportunities will be posted on our [SIU Scholarship Opportunity Manager](#)

(<https://siu.academicworks.com/>), also known as the General Scholarship Application. Here you will find over 600 scholarship opportunities for incoming and current SIU students. Scholarships will be available for review beginning in August 2019.

The Southern Illinois University Academic Scholarship Office awards scholarships primarily to new incoming freshmen and transfer students. Continuing students should investigate scholarship opportunities through their academic program or through clubs and organizations in which they participate.

For detailed information on scholarship opportunities awarded through the various colleges and departments and our Alumni Association, visit our [SIU Scholarship Opportunity Manager](https://siu.academicworks.com/) (<https://siu.academicworks.com/>). Here you will find the SIU General Scholarship Application, dedicated to over 600 scholarship opportunities listed. Also, be sure to check with your college Dean's Office for any additional opportunities.

For scholarship opportunities through community clubs, organizations, and other outside organizations visit our [SIU Scholarship Opportunity Manager](https://siu.academicworks.com/) (<https://siu.academicworks.com/>), hover over 'Opportunities', then select 'External'.

College Contacts

- **College of Agricultural Sciences** (618) 453-2469
- **College of Applied Sciences and Arts** (618) 536-6682
- **College of Business** (618) 453-7960
- **College of Education and Human Services** (618) 453-2415
- **College of Engineering** (618) 453-4321
- **College of Liberal Arts** (618) 453-2466
- **College of Mass Communication and Media Arts** (618) 453-4308
- **College of Science** (618) 536-6666
- **Graduate School** (618) 536-7791
- **School of Law** (618) 536-7711
- **School of Medicine** (217) 545-3625

GRANTS

A grant is a type of gift aid that does not have to be repaid. Each grant has different requirements for eligibility. Eligibility for need-based and non-need-based grants is determined using federal, state and/or institutional formulas and information the student provides on their FAFSA. Completion of the FAFSA is the only application required to be considered for the specific grant programs listed below. Please visit the [Illinois Student Assistance Commission \(ISAC\)](https://www.isac.org/) (<https://www.isac.org/>) website to find information regarding the grant programs they administer.

Federal Pell Grant

Federal Pell Grant is a need-based federally funded grant awarded for educational expenses by the U.S. Department of Education to undergraduate students who have not earned a bachelor's or professional degree.

Federal Pell Grant

<p align="center">\$650 to \$6,345</p>	<ul style="list-style-type: none"> • Estimated Family Contribution (EFC) must be less than \$5711 	<p align="center">File <u>FAFSA</u></p>
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Monetary Assistance Program (MAP) Grant

Monetary Assistance Program (MAP) Grant is a need-based state funded grant awarded by the Illinois Student Assistance Commission (ISAC) to undergraduate students who have not earned a bachelor’s or professional degree. Grant may be limited based on FAFSA application date, number of applicants, and funding levels by the Illinois General Assembly. Students with sophomore standing who have accumulated 75 MAP Eligibility Units or students who have accumulated 135 MAP Eligibility Units are not eligible.

MAP Grant

<p align="center">\$300 to \$5,340 - Amount awarded applies to tuition and mandatory fees only</p>	<ul style="list-style-type: none"> • Student and parents must be Illinois residents • State formula determines eligibility • Students with less than 15 credit hours will be pro-rated • Awards are made until funds are depleted 	<p align="center">File <u>FAFSA</u> as early as possible.</p>
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Federal Supplemental Educational Opportunity Grant (SEOG)

Federal Supplemental Educational Opportunity Grant (SEOG) – is a need-based federally funded grant awarded by the Financial Aid Office to undergraduate on-campus students who have not earned a bachelor’s or professional degree and who demonstrate exceptional financial need.

Federal SEOG

<p>\$200 to \$2,000</p>	<ul style="list-style-type: none"> • Must be Pell Grant eligible • Must have an SIU GPA greater than or equal to 2.00 	<p>File <u>FAFSA</u> as early as possible and submit all requested documents. Awards are made until funds are depleted.</p>
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Student-to-Student (STS) Grant

Student-to-Student (STS) Grant – is a need-based grant funded through the Student-to-Student Grant Program Fee. The grant is awarded by the Financial Aid Office to undergraduate on-campus students who have not earned a bachelor’s or professional degree and demonstrate exceptional financial need.

STS Grant

<p>\$200 to \$1,000</p>	<ul style="list-style-type: none"> • Must have an SIU GPA greater than or equal to 2.00 	<p>File <u>FAFSA</u> as early as possible and submit all requested documents. Awards are made until funds are depleted.</p>
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SIU Carbondale Institutional Need-Based Grant

SIU Carbondale Institutional Need-Based Grant - is a need-based grant funded by the University and awarded by the Financial Aid Office to undergraduate on-campus students who have not earned a bachelor’s or professional degree and who demonstrate exceptional financial need.

Need-Based Grant

Based on available Institutional Funds	<ul style="list-style-type: none"> • Must have an SIU GPA greater than or equal to 2.00 	File <u>FAFSA</u> as early as possible and submit all requested documents. Awards are made until funds are depleted.
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Teacher Education Assistance for College and Higher Education Grant (TEACH)

The U.S. Department of Education’s TEACH Grant Program provides grant funds to postsecondary students who are completing or plan to complete coursework that is needed to begin a career in teaching. In exchange for receiving a TEACH Grant, you must agree to serve as a full-time teacher in a high-need field in a public or private elementary or secondary school that serves low-income students (see below for more information on high-need fields and schools serving low-income students). As a recipient of a TEACH Grant, you must teach for at least four academic years within eight calendar years of completing the program of study for which you received a TEACH Grant.

TEACH Grant

\$200 to \$4,000	<ul style="list-style-type: none"> • Must score above the 75th percentile on a national standardized college admissions test, OR • have a cumulative high school graduate GPA of at least 3.25 and maintain that GPA throughout academic program. • Be enrolled in a teacher education program in one of the following: <ul style="list-style-type: none"> ○ Bilingual Education and English Language Acquisition 	Complete the SIU TEACH Grant Application Complete <u>TEACH Grant Entrance Counseling</u> Complete an <u>Agreement to Serve (ATS)</u>
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	<ul style="list-style-type: none"> ○ Foreign Language ○ Mathematics ○ Reading Specialist ○ Science ○ Special Education 	
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Upon Graduation from SIU

- Complete the requirements on the SIU TEACH Grant Exit Counseling form
- Complete the online TEACH Grant Exit Counseling (<https://studentaid.gov/>)

School Serving Low-Income Students

Schools serving low-income students include any elementary or secondary school that is listed in the Department of Education’s Annual Directory of Designated Low-Income Schools for Teacher Cancellation Benefits (https://studentaid.gov/app/tcli.action?_ga=2.86785051.2057242264.1526481387-1260436883.1522262068)

What If I Change My Mind

If you receive a TEACH Grant but do not complete the required four years of teaching service, within eight years after completing the coursework for which you received the grant, or if you otherwise do not meet the requirements of the TEACH Grant Program, all TEACH Grant funds that you received will be converted to a Federal Direct Unsubsidized Stafford Loan that you must repay in full, with interest, to the Department of Education. You will be charged interest from the date the grant was disbursed. TEACH Grant recipients will be given a 6-month grace period prior to entering repayment if a TEACH Grant is converted to a Direct Unsubsidized Loan. Once a TEACH Grant is converted to a loan, it cannot be converted back to a grant.

LOANS

Need Based Loan Programs

- Federal Direct Subsidized Stafford Loan (<https://fao.siu.edu/types/loans/direct-sub-stafford.php>)

A Federal Direct Subsidized Stafford Loan is awarded as a need-based loan after grants, scholarships and other resources are subtracted or up to the annual maximum loan limit (<https://fao.siu.edu/types/loans/max-loan-limits.php>), whichever is lower. It is the U.S. Department of Education's major form of self-help aid and is available through the William D. Ford Federal Direct Loan Program. The federal government pays the interest on the loan until your repayment begins. Fees of up to 1.059% will be charged and deducted proportionately from each loan disbursement.

For undergraduate students, the interest rate for Federal Direct Subsidized loans disbursed between July 1, 2019 - June 30, 2020 is 4.529%.

As of July 1, 2013 a new law went into effect for any new Direct Stafford Subsidized Loan Borrowers. This law allows you to receive Direct Stafford Subsidized Loans only within 150% of the length of your program of study. Once you have reached the end of this limit you are no longer able to receive Direct Stafford Subsidized Loans. For a more detailed explanation of the 150% usage limit, please see the information provided by the Department of Education. [150% Fact Sheet](#)

Federal Direct Subsidized loans are not available for graduate/professional students.

To Apply for a Federal Direct Subsidized Loan

To apply for a Federal Direct Subsidized Loan, the student must complete the FAFSA. If the student is eligible for a Federal Direct Subsidized Loan, the award amount will be posted on the student's electronic Award Letter on SalukiNet (<https://salukinet.siu.edu/>).

A student is eligible to be considered for the Federal Direct Subsidized Stafford Loan if they:

- have a valid EFC on file in the Financial Aid Office.
- are enrolled in an eligible program on at least a half-time basis.
- are making satisfactory academic progress.
- have not already borrowed the maximum aggregate Federal Direct Stafford Loan amount.
- are not ineligible for other reasons.

To Accept/Reduce/Decline a Federal Direct Subsidized Loan

The student must accept or decline a Federal Direct Subsidized Loan on the electronic Award Letter on SalukiNet (<https://salukinet.siu.edu/>) by selecting "Accept" or "Decline" in the dropdown box on the Award Letter Accept/Decline Awards page. The student can reduce the loan amount by selecting "Accept" in the dropdown box and entering a lower award amount in the "Partial Accept" field. If the student wishes to request loan changes, they should use the "Request Changes" on the Award Letter Information Request page of the electronic Award Letter.

The first time a loan is accepted, the student must complete a [Electronic Master Promissory Note](https://studentaid.gov/) (<https://studentaid.gov/>). The loan will then be credited to the student's SIUC account, divided into two payments for the academic year. The student will also be required to participate in an [Entrance Loan Counseling](https://fao.siu.edu/types/loans/federal-direct-entrance.php) (<https://fao.siu.edu/types/loans/federal-direct-entrance.php>) session.

All or part of the loan can be canceled within 90 days of the date the school notifies the student that the loan has been credited to their account. Loan funds will first be used to pay for tuition, fees, room and board. If funds remain after these charges have been paid, the student will receive the remaining funds by check.

Non-Need Based Loan Programs

[Federal Direct Unsubsidized Loan](https://fao.siu.edu/types/loans/direct-unsub-stafford.php) (<https://fao.siu.edu/types/loans/direct-unsub-stafford.php>)

A Federal Direct Unsubsidized Stafford Loan is awarded as a non-need-based loan after all other need-based loans, grants, scholarships and other resources are subtracted or up to the annual maximum loan limit (<https://fao.siu.edu/types/loans/max-loan-limits.php>), whichever is lower. It is the U.S. Department of Education's major form of self-help aid and is available through the William D. Ford Federal Direct Loan Program. The federal government does not pay the interest on the loan. Fees of up to 1.059% will be charged and deducted proportionately from each loan disbursement.

For undergraduate students, the interest rate for Federal Direct Unsubsidized loans disbursed between July 1, 2019 - June 30, 2020 is 4.529%.

For graduate/professional students, the interest rate for Federal Direct Unsubsidized loans disbursed between July 1, 2019 - June 30, 2020 is 6.079%

To Apply for a Federal Direct Unsubsidized Loan

To apply for a Federal Direct Unsubsidized Loan, the student must complete the FAFSA. If the student is eligible for a Federal Direct Unsubsidized Loan, the award amount will be posted on the students' electronic Award Letter on SalukiNet (<https://salukinet.siu.edu/>).

A student is eligible to be considered for the Federal Direct Unsubsidized Stafford Loan if they:

- have a valid EFC on file in the Financial Aid Office.
- are enrolled in an eligible program on at least a half-time basis.
- have been awarded all subsidized loan eligibility.
- are making satisfactory academic progress.
- have not already borrowed the maximum aggregate Federal Direct Stafford Loan amount.
- are not ineligible for other reasons.

To Accept/Reduce/Decline a Federal Direct Unsubsidized Loan

The student must accept or decline a Federal Direct Unsubsidized Loan on the electronic Award Letter on SalukiNet (<https://salukinet.siu.edu/>) by selecting "Accept" or "Decline" in the dropdown box on the Award Letter Accept/Decline Awards page. The student can reduce the loan amount by selecting "Accept" in the dropdown box and entering a lower award amount in the "Partial Accept" field. If the student wishes to request loan changes, they should use the "Request Changes" on the Award Letter Information Request page of the electronic Award Letter.

The first time a loan is accepted, the student must complete a Electronic Master Promissory Note (<https://studentaid.gov/>). The loan will then be credited to the student's SIUC account, divided into two payments for the academic year. The student will also be required to participate in an Entrance Loan Counseling (<https://fao.siu.edu/types/loans/federal-direct-entrance.php>) session.

All or part of the loan can be canceled within 90 days of the date the school notifies the student that the loan has been credited to their account. Loan funds will first be used to pay for tuition, fees, room and board. If funds remain after these charges have been paid, the student will receive the remaining funds by check.

Federal Direct PLUS Loan (<https://fao.siu.edu/types/loans/direct-plus.php>)

The Federal Direct Parent Loan for Undergraduate Students (PLUS) is available to parents of dependent students to help pay the educational expenses for their undergraduate student enrolled in at least 6 credit hours per semester. This loan is not based on financial need. The parents pay the costs for this loan and interest charges and repayment begin upon disbursement. The Federal Direct PLUS Loan is borrowed from the U.S. Department of Education. SIU Carbondale is responsible for determining student and parent eligibility, awarding the loan, ensuring a Master Promissory Note is completed by the borrower, and disbursing federal funds to the borrower. The U.S. Department of Education contracts a servicer to handle credit checks, loan approval and collection.

A parent may borrow up to the total of the Estimated Cost of Attendance less resources and all other financial aid received by the student. A FAFSA must be filed to receive a Federal Direct Parent PLUS Loan.

The interest rate is a fixed interest rate of 7.079% and is charged on the loan from the time the loan funds are disbursed until it is paid in full. An origination fee of 4.236% of the loan amount is deducted from the Federal Direct PLUS Loan proceeds for the federal government. Parents are notified of this fee at the time of the loan approval and loan disbursement amounts reflect the deduction of this loan fee. If the borrower fails to make 12 consecutive on-time payments, they will be billed an additional 1.5% fee.

Eligibility

The parent borrower and their student must meet the following criteria to receive a Federal Direct PLUS Loan.

The student and parent borrower must:

- Be U.S. Citizens or other eligible status (permanent resident).
- Not owe a defaulted student loan or a federal grant repayment.
- Meet other requirements as applicable.

The student must:

- Be in compliance with the SIU Carbondale Satisfactory Academic Progress Policies.
- Be enrolled at least half-time. (Audited courses are not eligible to determine enrollment status.)
- Have filed a FAFSA and listed SIU Carbondale as a school choice.

The parent borrower must:

- Not have an adverse credit history.

Deadlines

Federal Direct PLUS Loan applications and all required documentation must be received at the Financial Aid Office by the following dates for loans to be processed:

Loan Period and Deadline Date

- Fall Only - November 1

- Fall/Spring - April 1
- Spring Only - April 1
- Fall/Spring/Summer - July 1
- Spring/Summer - July 1
- Summer Only - July 1

To Apply for a Federal Direct Parent Loan for Undergraduate Students (PLUS)

- Completion of the FAFSA (<https://studentaid.gov/h/apply-for-aid/fafsa>) is required for a parent to receive a PLUS Loan.
- Parent must complete a Direct PLUS Loan Request by signing into studentaid.gov website, (parent signs in as the borrower) clicking on the “Request a Direct PLUS” link, and then click on the “Parent PLUS Loan” link.
- Parent must complete a Federal Direct PLUS electronic Master Promissory Note (PLUS MPN) by signing into studentaid.gov website, click on the “Complete Master Promissory” link, and then click on the “Parent PLUS” link.
- The Federal Direct PLUS Electronic Master Promissory Note (PLUS MPN) signed by the parent is valid for 10 years one a PLUS loan is taken out (unless the parent applies and was approved with an endorser); however, a Federal Direct PLUS Loan Request must be made each academic year and each summer award period to be considered.

SIU Carbondale disburses an approved PLUS loan in semester installments. Federal Direct PLUS Loans are credited to the student's University account to pay all charges first. If the credit exceeds charges, a refund check is processed and mailed to either the student or parent as indicated on the Application for a Federal Direct PLUS Loan. Parents have the right to cancel all or a portion of their PLUS loans by contacting the Financial Aid Office within 90 days after disbursement.

If Federal Direct Parent Loan for Undergraduate Students (PLUS) is Denied

If a Federal Direct Parent PLUS Loan Application is denied, the borrower may obtain a qualified endorser or it may be possible for a student to borrow an additional amount of unsubsidized loan. In that case, the dependent student annual maximum allowable loan limit (<https://fao.siu.edu/types/loans/max-loan-limits.php>) will be replaced by the independent student maximum allowable loan limit (<https://fao.siu.edu/types/loans/max-loan-limits.php>) at the same class level. If the application is denied, the student should access their Financial Aid Award Letter, select "Request Changes" and ask to be re-packaged for additional unsubsidized loan if the box was not checked on the PLUS Application form.

Repayment of Federal PLUS Loans

Repayment begins within 60 days of the final loan disbursement during the academic year. Principal and interest payments may be deferred if the borrower meets deferment requirements. In-school deferments may be requested by parent borrowers provided the student is enrolled at least half-time in a degree seeking program.

To learn more about available deferments and how to apply for deferment status, please contact the U.S. Department of Education’s processing center at 800-848-0979.

Other Loans

- [Private Loans \(https://fao.siu.edu/types/loans/private.php\)](https://fao.siu.edu/types/loans/private.php)

Private educational loans are available from private lenders and offer additional financial assistance to you if you have exhausted all other sources of funding for your education. These programs are meant to supplement federal and state aid when the Cost of Attendance (COA) is not fully covered by these programs. Most students can meet their educational costs by a combination of awarded financial aid and family resources. It is only when all resources do not meet educational costs that a student should consider a private loan. A student should exhaust all of their Federal Direct Stafford loan eligibility before considering private loans, since interest rates and fees are usually lower for federal loans.

There are circumstances, however, when the processing of private loans is reasonable. This may include students enrolled in a high cost program such as Study Abroad, Aviation Flight, or Physician Assistant, as well as out-of-state students and students who have exhausted their annual limits for the Federal loan programs. Students may also have additional educational expenses approved under Professional Judgment that may not be met with the Federal Direct/Federal Perkins loans. In some cases the parent may prefer that the loan be in the name of the student, rather than utilizing a PLUS loan.

Applying for Private Loans

[Click here for our Preferred Lenders List \(https://choice.fastproducts.org/FastChoice/home/175800\)](https://choice.fastproducts.org/FastChoice/home/175800). Valuable information about the private loan process and interest rate calculations is provided and should be read carefully. The Financial Aid Office will process the private loan requested by the student, however FAO will not certify private loans for an amount that exceeds the cost of attendance minus other financial aid or that require funding or financial guarantees by the University.

New Truth In Lending Act (TILA) regulations include additional processing steps and require a three day waiting period after the disclosures have been completed before the loan can be disbursed. Depending on the lender, this can add an additional 3 to 7 days from the time of application to disbursement.

After the loan has been certified, the lender will send the private loan funds to SIU by an Electronic Fund Transfer. The Financial Aid Office will make a final assessment of the students' eligibility. If the student remains eligible, the loan funds will be transferred to the SIU Bursar's Office. Private loan funds will be credited to the student's SIU account. If there is a credit balance after the loan is credited to the account, a refund check will be processed no earlier than the week before the start of the semester.

[Short Term Loans \(https://fao.siu.edu/types/loans/short-term.php\)](https://fao.siu.edu/types/loans/short-term.php)

The Short Term Loan program provides temporary funds to students for books and supplies, living expenses, medical expenses, unexpected emergencies, and other expenses. In addition, Short Term Loans may be provided to students who are experiencing delays in receiving their financial aid funds. A Short Term Loan cannot be used to pay University charges.

If the eligibility criteria are met, one Short Term Loan will be approved per semester, unless there are extenuating circumstances. Students do not have to apply for or be receiving financial aid to apply for a Short Term Loan. Students will not be approved for a Short Term Loan if they have a credit balance on their University Account.

Eligibility Criteria

- Undergraduate students must be registered for six (6) or more credit hours (Fall, Spring or Summer);
- Graduate/professional students must be registered for six (6) or more credit hours during Fall and Spring semesters and three (3) or more credit hours during the Summer term.
- Students must not have a delinquent balance on a prior Short Term Loan.
- Must be making Satisfactory Academic Progress.
- Must have financial aid that would cover the amount of current university charges and the Short Term Loan.
- Students who do not repay Short Term Loans by the due date indicated on the application/promissory note may lose eligibility to receive future Short Term Loans.

Students with extenuating circumstances may be approved for higher loan limits or additional Short Term Loans during a semester if the student provides sufficient reason(s) and the request is approved by a Financial Aid Office staff member. The Director and Associate Director may also make professional judgment exceptions to the eligibility criteria (listed above).

Where to Apply for a Short Term Loan

All students, except for international students, may apply for a Short Term Loan in the Financial Aid Office, Student Service Building, 2nd Floor.

Tuition, Fees and Other Financial Information

On May 16, 2019, the Southern Illinois University Board of Trustees (BOT) approved the elimination of the General Student Fee for Active Duty servicemembers starting with the Fall 2019 semester. On February 13, 2020, the Southern Illinois University BOT voted to freeze tuition and fees. A breakdown of tuition and fees for non-military and Active Duty students at off-campus locations, effective Fall 2019 semester and forward, are as follows:

Undergraduate		
Tuition	\$321.25	Per semester hour
General Student Fee	\$72.60	Per semester hour
STS Grant Fee (student can opt out)	\$3.00	Flat rate per semester
Graduate		
Tuition	\$469.50	Per semester hour
General Student Fee	\$72.60	Per semester hour

Active Duty Undergraduate		
Tuition	\$250.00	Per semester hour
STS Grant Fee (student can opt out)	\$3.00	Flat rate per semester
Active Duty Graduate		
Tuition	\$250.00	Per semester hour

<http://tuition.siu.edu/>

Non-refundable Fees

Non-refundable fees that apply to Florida students:

1. \$40.00 fee to accompany the Admission Application.
2. \$50.00 fee to accompany the Graduation Application.
3. \$5.00/per copy to purchase Transcripts.

The following non-refundable does not affect Florida students –

A \$150 nonrefundable Matriculation Fee will be assessed to all new, undergraduate degree-seeking students taking on-campus classes to cover the costs associated with their orientation to campus.

Disclosure of Transferability of Credit

Transferability of credit is at the discretion of the accepting institution and it is the student's responsibility to confirm whether or not credits will be accepted by another institution of the student's choice.

Student Refund Policy

Tuition and Fee Refunds.

[The following was approved on April 28, 1987, in accordance with provisions set forth in SIU Board of Trustees 4 *Policies* A.6.]

- I. Tuition and all general student fees shall be refunded to students who officially withdraw from the university by the withdrawal deadlines specified by Board of Trustees policy (*4 Policies B.5*). Action on any request for refund of tuition and fees shall be in compliance with Board of Trustees policy and these procedures. For refund of tuition and fees prior to the withdrawal deadlines, the following will apply:
 - a. Request for a withdrawal from the university is initiated by Transitional Programs and approved by the student's academic dean as part of the normal withdrawal procedures.
 - b. Refund of tuition and fees based on withdrawal from the university on or prior to the withdrawal deadlines is made without consideration of the student's reason for withdrawing.
- II. No tuition or general student fees shall be refunded in cases where withdrawal occurs after the deadlines stated in Board of Trustees policy, except for students in grave circumstances who demonstrate that, for reasons beyond their control, they are utterly unable to continue their educational program. Refunds of tuition and general student fees approved in such cases are made at the university's discretion upon a determination by the chancellor or designee of the existence of one of the following conditions:
 - a. Accident or illness occurring prior to the withdrawal deadline which incapacitated the student and made it impossible for him/her to withdraw prior to the deadline;
 - b. Accident or illness in the student's immediate family which occurs prior to the withdrawal deadline and is of such nature as to prevent the student from continuing his/her education;
 - c. Emotional or psychological trauma resulting from an incident which occurred prior to the deadline and for which the student is undergoing counseling or therapy;
 - d. A disciplinary, academic, or financial aid termination appeal which is not accepted if the appeal was initiated prior to the withdrawal deadline;
 - e. Induction into military service for a period not less than six months.
- III. The refund of tuition and fees in cases where withdrawal from the university occurs after the deadlines specified in the Board of Trustees refund policy is governed by the following procedures:
 - a. The Vice Chancellor for Student Affairs or designee will serve as the chancellor's representative for considering requests for refund of tuition and fees after the time period specified in the refund policy.
 - b. Request for such refunds are initiated by Transitional Programs, which will furnish the student with the necessary information and appropriate form.
 - c. A student requesting a refund after the specified periods must withdraw from the university before the request for refund will be acted upon.

- d. Tuition and fees will not be refunded for courses which have already been completed earlier in the semester and for which a final grade has been earned.
- e. The student must submit written verification of the reasons supporting the request, i.e., a) written verification from a physician as to an accident or illness to the student or in the student's immediate family and the student's inability to withdraw prior to the deadline; or b) written verification from a physician or counselor which supports his/her statement concerning emotional or psychological trauma and which substantiates that the trauma resulted from an incident which occurred prior to the deadline; or c) a copy of the letter denying a disciplinary, academic, or financial aid termination appeal and verification that the appeal was filed prior to the withdrawal deadline; or d) written correspondence from the military which verifies when the students is to report for military service and the length of time for which the student is expected to serve.
- f. The student requesting the refund shall be required to substantiate to the satisfaction of the coordinator of Student Development, the nature, extent and seriousness of conditions or circumstances which are the basis for the refund request.
- g. The coordinator of Student Development will make a decision on the request and inform the student as soon as practical. Refund approvals will then be forwarded to Admissions and Records for processing.

In addition to the Tuition and Fee Refunds information above, all refunds will be made within 30 days.

Course Numbering

The course number is a 3-digit number plus, in some cases, a single letter suffix. (The letter suffix may indicate that this course is a part of a larger sequence of related courses, or it may identify topics or subject areas specified in courses such as readings or special problems.) The course number identifies the course and indicates the classification of the course according to the following scheme:

- 100 to 199 – typically for freshmen
- 200 to 299 – typically for sophomores
- 300 to 399 – typically for juniors
- 400 to 499 – typically for seniors and/or graduate students
- 500 to 699 – typically for graduate and professional students

In reference to undergraduate students, you may sometimes see 100 to 299 course numbers referred to as "lower division" courses and 300 to 499 course numbers referred to as "upper division" courses. Bachelor's degree requirements include a minimum number of "upper division" courses (as noted in chapter 2 of the appropriate Undergraduate Catalog).

In reference to graduate students, most 599 course numbers designate thesis work, most 600 course numbers designate dissertation work, and most 601 course numbers designate continuing enrollment.

Course numbers between 001 and 099 are unique situations that cannot otherwise fit into the above scheme (or are reserved for certain Music courses).

University Core Curriculum

University Core curriculum terminology referenced in the undergraduate catalog is referring to general education courses.

Workforce Education and Development (WED) Specializations

The Organizational Training and Development specialization is the only specialization being offered to WED students in Florida at this time. Any reference within the undergraduate catalog to the Career and Technical Education specialization does not apply to WED students in Florida.

Florida Program Offerings

The Workforce Education and Development program is offered in hybrid format in Florida.

Undergraduate Catalog Photos

All photos within the 2020-21 SIU Undergraduate Catalog are photos of the Carbondale, Illinois campus.

Graduation Appeal

The Graduation Appeal Committee, with delegated authority of the Provost as chief academic officer for the institution hears appeals from students who have not cleared for degree award when verifiable errors or oversight has occurred, and subsequent academic action would be considered unreasonable or present an extreme financial hardship for the student as a result. All petitions must have the support of the academic college and be reviewed by the Registrar's Office for validity prior to being accepted for appeal.

Student Complaint and Grievance Procedure

Complaints that are unresolved at the class instructor level may be appealed by the student by filing a petition in writing, within thirty (30) calendar days of the incident being appealed, to the chair or coordinator of the department or program in which the course is offered. In the event the case is not resolved to the student's satisfaction at the department/program level within five (5) working days after the chair's receipt of the petition, the student may petition in writing to the dean of the school or college to which that teaching department or program reports. The student's petition to the school or college level must be filed with the dean within five (5) working days of the decision at the department level. Should the case not be resolved to the student's satisfaction at the school or college level within five (5) working days of the petition filing at that level, the student may petition the Provost. If the student is still not satisfied at that level within the five (5) working day time period, he or she may petition to the Chancellor within another five (5) working days. Decisions of the Chancellor may be appealed to the President, and to the Board of Trustees if necessary, in accordance with Bylaws of the Board of Trustees.

State of Florida only and in accordance with Florida Statutes and/or CIE Board. For any dispute that is unresolved, students are encouraged to voice their grievance with school, management, or the corporate office by means of Institutions Grievance Policy. Students may refer their grievance if unresolved to the following address:

Commission for Independent Education
325 West Gaines Street, Suite 1414
Tallahassee, Florida 32399-0400
(850) 245-3200 or toll free 1(888) 224-6684

Student Services

Many tools are available to help you learn more about the University, the College of Education and Human Services, and your department.

College of Education and Human Services' web sites:

- Advisement in the College <https://ehs.siu.edu/services/advisement/index.html>
- Workforce Education and Development Off Campus Degree Program <https://ehs.siu.edu/wed/undergraduate/off-campus/>

SIU web sites:

- Admissions to Southern Illinois University <https://admissions.siu.edu/applynow.html>
- Schedule of Classes <https://registrar.siu.edu/schedclass/>
- Student Services <https://registrar.siu.edu/office/stusrvcldg.php>
- Financial Aid <https://fao.siu.edu/>
- Veterans Services <https://veterans.siu.edu/>
- Transfer Students <https://admissions.siu.edu/apply/transfer/index.html>
- Saluki Cares <https://salukicare.siu.edu>
- Extended Campus <https://extendedcampus.siu.edu/>

Semester Credit Hour Disclosure



Faculty Senate
Woody Hall C-319 | Mail Code 4712
900 South Normal Avenue | Carbondale, IL 62901
618.453.5244 | 618.453.5222 (Fax) | facultysenate.siu.edu

UNDERGRADUATE EDUCATION POLICY COMMITTEE

Resolution to Recommend Approval of a Credit Hour Definition for Undergraduate Education at Southern Illinois University Carbondale

WHEREAS in 2009 the US Department of Education mandated that institutions of higher learning establish guidelines for the definition of a "credit hour"; and

WHEREAS SIU Carbondale currently has no policy on credit hour definition in place; and

WHEREAS future audits by the US Department of Education and the Illinois Board of Higher Education, as well as the next accreditation visit of Higher Learning Commission will evaluate the university's process for assigning credit hours; and

WHEREAS the US Department of Education has established a definition of a credit hour that reads:

"An amount of work represented in intended learning outcomes and verified by evidence of student achievement that is an institutionally established equivalency that reasonably approximates not less than:

1. One hour of classroom or direct faculty instruction and a minimum of two hours of out-of-class student work each week for approximately fifteen weeks for one semester or trimester hour of credit, or ten to twelve weeks for one quarter hour of credit, or the equivalent amount of work over a different amount of time; or
2. At least an equivalent amount of work as required in paragraph (1) of this definition for other academic activities as established by the institution, including laboratory work, internships, practica, studio work, and other academic work leading to the award of credit hours."; and

WHEREAS the above definition provides minimum standards while offering flexibility to individual academic programs to define the appropriate amount of work for a variety of academic activities;

THEREFORE BE IT RESOLVED that the Faculty Senate recommends that the university adopt the US Department of Education's definition of a credit hour as the definition that applies to credit hours earned in all undergraduate academic programs.

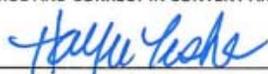
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Academic Calendars 2020 – 2021

Summer Intersession 2020	
Summer Intersession Begins	Monday, May 11, 2020
Memorial Day (campus holiday)	Monday, May 25
Summer Intersession Ends	Friday, June 5
Summer Session 2020	
Eight Week Session Begins	Monday, June 8, 2020
Independence Day (campus holiday)	Friday, July 3
Final Examinations	Thursday, July 30 and Friday, July 31
Commencement	<i>ceremonies now held only in May and December</i>
Fall Semester 2020	
Semester Classes Begin	Monday, August 17, 2020
Labor Day (campus holiday)	Monday, September 7
Fall Break	<i>no longer offered</i>
Veterans Day (campus holiday)	Wednesday, November 11
Thanksgiving Break	Saturday, November 21, 12:00 Noon through Sunday, November 29
Thanksgiving (campus holidays)	Thursday, November 26 and Friday, November 27
Final Examinations	Monday, December 7 through Friday, December 11
Commencement	Saturday, December 12, 2020
Winter Intersession 2020-2021	
Winter Intersession begins	Monday, December 14, 2020
Campus holidays and administrative closure	TBD
Winter Intersession ends	Sunday, January 10
Spring Semester 2021	
Semester Classes Begin	Monday, January 11, 2021
Martin Luther King, Jr.'s Birthday (campus holiday)	Monday, January 18
Spring Break	Saturday, March 6, 12:00 Noon through Sunday, March 14
Honors Day	TBD
Final Examinations	Monday, May 3 through Friday, May 7
Commencement	Saturday, May 8, 2021

Program Specific Meeting Dates

Bachelor of Science, Workforce Education and Development

Formal Term Meeting Dates for 2020-2021				
B.S. in Workforce Education and Development			College of Education and Human Services	
Semester	Summer 2020	Fall 2020	Spring 2021	
	27 Apr - 14 Aug	24 Aug - 11 Dec	11 Jan - 14 May	
Registration Opens	TBD	TBD	TBD	
Course 1 - Accelerated Resident Training Course				
Class begins		24-Aug	11-Jan	
Last day to self-register	27-Apr			
Last day to drop with 100% refund	10-May	6-Sep	24-Jan	
Weekend 1	2 and 3 May	29 and 30 Aug	16 and 17 Jan	
Weekend 2	16-May	12-Sep	30-Jan	
Weekend 3	30-May	26-Sep	13-Feb	
Weekend 4	13 and 14 June	10 and 11 Oct	27 and 28 Feb	
Class ends	19-Jun	16-Oct	5-Mar	
Course 2 - Accelerated Resident Training Course				
Class begins		19-Oct	8-Mar	
Last day to self-register	22-Jun			
Last day to drop with 100% refund	5-Jul	1-Nov	21-Mar	
Weekend 1	27 and 28 June	24 and 25 Oct	13 and 14 Mar	
Weekend 2	11-Jul	7-Nov	27-Mar	
Weekend 3	25-Jul	21-Nov	10-Apr	
Weekend 4	8 and 9 Aug	5 and 6 Dec	24 and 25 Apr	
Class ends	14-Aug	11-Dec	30-Apr	
Course 3 - Full-term Independent Study				
Last day to self-register	5-May	25-Aug	17-Jan	
Last day to drop with 100% refund	12-May	1-Sep	24-Jan	
Course Dates	29 Apr - 14 Aug	19 Aug - 11 Dec	11 Jan - 30 Apr	
Course 4 - Full-term Independent Study				
Last day to self-register	5-May	25-Aug	17-Jan	
Last day to drop with 100% refund	12-May	1-Sep	24-Jan	
Course Dates	29 Apr - 14 Aug	19 Aug - 11 Dec	11 Jan - 30 Apr	
Other Course Information				
1. Full load is 12 semester hours.				
2. Class meeting times:				
8:00 a.m. - 8:50 a.m. 10:00 a.m. - 10:50 a.m. 1:00 p.m. - 1:50 p.m. 3:00 p.m. - 3:50 p.m.				
9:00 a.m. - 9:50 a.m. 11:00 a.m. - 11:50 a.m. 2:00 p.m. - 2:50 p.m.				
3. All course assignments are due by the class ending date.				
CERTIFIED TRUE AND CORRECT IN CONTENT AND POLICY				
 Ha-Yee Teska, Associate Director, SIU Extended Campus			August 20, 2018 Date	