

CONDUCT and ILLEGAL Activities

The policies below involve conduct that can lead to immediate or eventual DISMISSAL.

Please read each policy carefully and sign and date under each.

STUDENT NAME: _____

Copyright Infringement Policy

I understand that it is prohibited to access and illegally download or distribute person to person copyrighted material and any other illegal acts leading to copyright infringement. To legally obtain copyrighted materials they must be purchased. The school's on-line library is a legal, direct source for information needed for class projects or research. A monitoring system to detect illegal downloads and distribution of copyrighted materials is conducted at least on a quarterly basis. If copyright infringement is detected I understand it is cause for termination or dismissal.

Drug Violations

I understand that if I am convicted of a drug violation, I must report the conviction to the Director. Conviction of a drug violation will result in a loss of Title IV eligibility and dismissal from Cambridge Junior College. Students dismissed from Cambridge Junior College due to a drug conviction are not eligible for re-entry and as a result are not eligible to have their Title IV eligibility resumed. In addition, in compliance with the Drug-Free Schools and Communities Act Amendment of 1989 (Public Law 101-226), student, staff faculty, or any employee of Cambridge Junior College shall not engage in the unauthorized or unlawful manufacture, distribution, dispensation, possession, use/abuse of alcohol and/or illicit drugs on college property or as part of any college activity. I understand that the college will impose penalties against students who violate the Drug-Free Schools and Communities Act Amendments of 1989 (Public Law 101-226). Cambridge Junior College reserves the right to terminate students and/or employees who violate this policy and refer to the proper authorities for prosecution. Additional information can be found on the Drug and Alcohol Policy in the catalog.

Campus Crime and Awareness

All crimes committed on the Campus of Cambridge Junior College or any assigned externship site need to be reported immediately to the Director in writing and if possible should be delivered in person so that the details of the crime can be discussed. The Director will begin an investigation of the crime, which will often involve contacting the local police department so that they can begin an investigation of their own. If an investigation into a crime is expected to last for more than one day, and there is even slight evidence or a witness(s) to the fact that a fellow Cambridge student was involved in the crime, that student will be temporarily suspended until the investigation is complete. If at the conclusion of the investigation, it is concluded that the student was not involved in the crime, the student will be permitted to return to class. If it is proven that a fellow student was involved in committing the crime, that student will immediately be dismissed from Cambridge Junior College and will not be eligible for re-enrollment into the college. The victim will provided with a written report on the outcome of the investigation, a copy of which needs to be signed by the victim and returned to the Director. Instances of campus crime are reported in the Annual Campus Security Report.

The institution published its first Campus Crime report on October 1, 2006 and has updated it annually since this date. The report includes statistics for the period of January 1 through December 31st of the prior year concerning reported crimes that occurred on-campus; in certain off-campus buildings or property owned or controlled by Cambridge Junior College; and on public property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning sexual assault, and other matters.

Conduct

The institution reserves the right to dismiss any student whose conduct, poor attendance or scholastic performance does not meet our standards or the standards of an externship site. Such conduct includes, but is not limited to, dishonesty; unprofessional, rude or disruptive conduct; copyright infringement; plagiarism; use of profanity; noncompliance with safety rules; unruly or violent conduct toward instructors, staff or other students; the use of alcohol or drugs on the institution's property; conviction of a drug violation or any other unlawful activities. If conduct becomes violent or involves physical contact with a fellow student, staff or faculty member or involves any unlawful activity, the police will be contacted immediately. Use of cell phones, pagers and other outside electronics are not permitted in the classroom. Use of school equipment is limited to assignments only and not for personal use.