

## Student's Rights

It is your right...

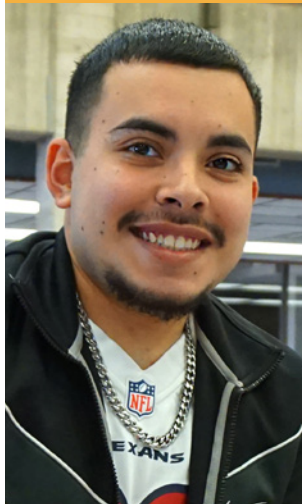
- to have your voice heard;
- to expect an educational program of the highest quality;
- to have the opportunity to develop your potential to the best of your ability;
- to inquire about and recommend improvements in policies, regulations and procedures affecting the welfare of students. This right is best exercised through SGA and other campus organizations; and
- to a fair hearing and an appeal when disciplinary action (that a person feels is unfair or excessive) is applied to that individual or as a group member.



The college prohibits discrimination, harassment and retaliation as described in COM policies.

- FFDA (Local) Freedom from Discrimination, Harassment, and Retaliation – Sex and Sexual Violence, and;
- FFDB (Local) Freedom from Discrimination, Harassment, and Retaliation – Other Protected Characteristics.

The policies may also be viewed in the online Student Handbook under Student Complaints.



**MISSION:** College of the Mainland is a learning-centered, comprehensive community college dedicated to student success and the intellectual and economic enrichment of the diverse communities we serve.

**VISION:** College of the Mainland will be a valued and vital community partner by enriching our community and preparing our students to thrive in a diverse, dynamic, and global environment.

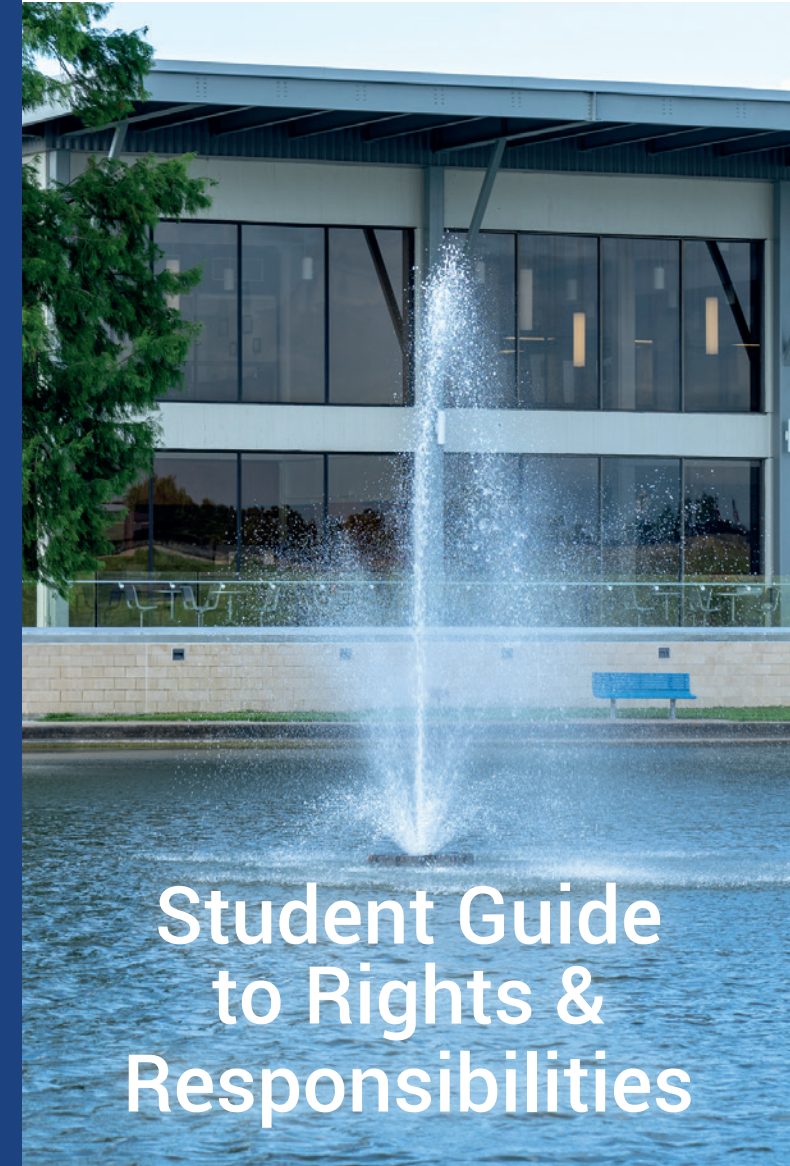
College of the Mainland is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of College of the Mainland. The Commission is to be contacted only if there is evidence that appears to support the institution's significant non-compliance with a requirement or standard.

College of the Mainland does not discriminate in its education programs and activities on the basis of sex. Inquiries concerning the application of Title IX of the Education Amendments of 1972, as amended, may be referred to the College's Title IX Coordinator or the U.S. Department of Education's Office of Civil Rights. The College District designates the following person to coordinate its efforts to comply with Title IX of the Education Amendments: Lonica Bush, Executive Director of Diversity and Equity, lbush@com.edu, 1200 Amburn Road, Texas City, Texas 77591, 409-933-8413.



### Contact Information

For more information, call 409-933-8131  
or visit [www.com.edu](http://www.com.edu)



## Student Guide to Rights & Responsibilities

EDUCATION FOR EVERYONE



# FERPA

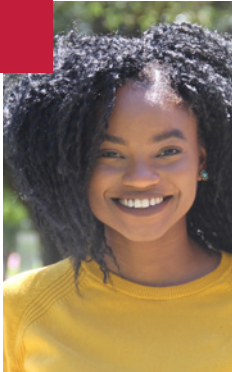
## The Family Education Rights and Privacy Act of 1974 and the Buckley Amendment

FERPA is a federal law that protects the confidentiality of student educational records.

- The only information that may be publicly given out is directory information like name, class, college, major, and telephone number.
- Non-directory information, like grades or disciplinary records, will not be given to another person without written permission from the student.
- The exception to this rule is for parents of dependent students.

Students have the right to review their own records and to check for accuracy. If a student believes the record has information that is wrong or misleading, the student may ask for the record to be corrected in the Admissions and Record Office.

Full description of FERPA can be found in the online Student Handbook.



# THE CODE

The Code of Student Conduct is a set of rules that applies to every student enrolled at the college, including students who are:

- Part time
- Full time
- On-campus
- Off-campus
- Taking online courses
- Credit or non-credit

This is not an official copy of the College of the Mainland's Student Conduct policy. This is a shortened version of the Code of Student Conduct and should not be used as an official reference. The official Code of Student Conduct can be found at <http://www.com.edu/student-services/student-handbook.php> or in the

Student Handbook. Each student is responsible for abiding by the Code. Violating College policy or any section of the Code of Conduct while participating in an off-campus College-sponsored event may be considered the same as an on-campus violation. Any student who violates a local, state or federal law, on or off campus, may also be subject to College discipline. Each student is expected to be familiar with all published College policies.



## \* What the College Expects of You

All students shall obey the law, show respect for properly constituted authority, and observe correct standards of conduct. Each student is expected to:

1. Demonstrate courtesy, even when others do not;
2. Behave in a responsible manner, always exercising self-discipline;
3. Attend all classes, regularly and on time;
4. Prepare for each class and take appropriate materials and assignments to class;

5. Obey all classroom rules;
6. Respect the rights and privileges of students, faculty, and other College District staff and volunteers;
7. Respect the property of others, including College District property and facilities; and
8. Cooperate with and assist the College District staff in maintaining safety, order, and discipline.

## \* Some Things to Avoid

- Breaking laws
- Violating College policy
- Not following the request of a College official
- Not being truthful to College officials
- Tampering with safety equipment on College property
- Disrupting official College activities
- Putting others in danger
- Hazing
- Violating College alcohol policies
- Gambling on College property
- Having, using or selling illegal drugs
- Having or using a weapon on College property
- Theft, destruction, damage or abuse of others' property
- Forgery
- Instructing others to break laws
- Using College buildings, facilities or equipment without permission
- Knowingly reporting a false bomb/fire/emergency
- Threatening, harassing or degrading someone
- Scholastic dishonesty, including cheating on tests, plagiarism and collusion
- Disruptive actions on College property, including vulgar language, loud noises, offensive gestures and fighting
- Misusing College computers or network
- Bullying or gossiping that disrupts the educational environment

