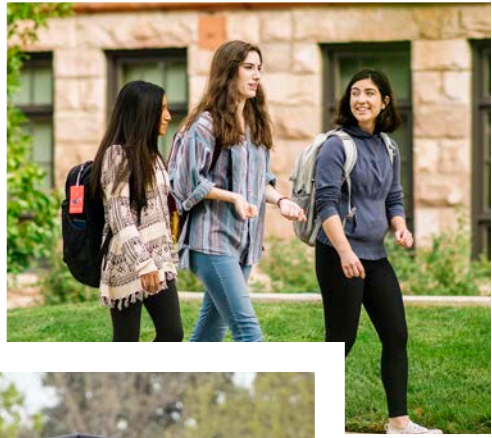


THE RANGER GUIDE



2024 - 2025

THE OFFICIAL STUDENT HANDBOOK

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The Ranger Guide (Student Handbook) applies to all students of Regis University regardless of College or program affiliation. This publication of the Ranger Guide contains the most current information available as of the date of publication. This publication supersedes all previous editions of the Regis University Student Handbook. The University reserves the right to modify the policies of this Handbook at any time. Those policies become effective immediately upon the publication date.

Last Revised August 2024

Issued October 1, 2024

PRINCIPLES OF COMMUNITY

Principle 1

We believe in the goodness of Creation and the sacred dignity of all individuals, each made in the image of God, called to grow with others into the freedom of love. We will not tolerate any speech or action that violates the dignity of any human person, and we will defend those targeted by the forces of bigotry and hate in our society and on our campus. The principle of free speech and the free exchange of ideas is an essential good and critical to the life of the University, and must never be used as a front for hateful speech, symbolism or violence, which have no place at a Jesuit, Catholic university.

Principle 2

We believe that we belong to each other, and that each person shares responsibility for the long, hard work of shaping an inclusive community where all can flourish. As a Jesuit, Catholic university, we embrace the discomfort of examining our own presumptions, failures and shortcomings, and, in our engagements with one another, we prepare ourselves to be challenged, strengthened and transformed.

Principle 3

We believe the University serves not only itself and its students but is called to be a force for justice and peace in society, above all, in defense of the poor and marginalized. For us, to seek the “greater glory of God” is to bear responsibility for the most pressing issues of our time. This means exploring not only the dynamics of race, ethnicity, nationality, religion, gender, sexuality and culture, but also the social and structural implications of privilege, power, and social political order in America and the wider world.

SECTION ONE

PREAMBLE

Introduction

Everyone at Regis University is focused on ensuring your college career is challenging and rewarding. As a university dedicated to the Jesuit tradition, we want to make sure that you develop your mind, body and spirit. We hope you will leave Regis prepared to live as an engaged community member, dedicated to helping others.

This is the spirit of the guidelines, rules and policies in this handbook. They express our commitment to educate students in the Judeo-Christian tradition of responsible freedom and interdependence. They also express our commitment to provide an atmosphere for study, for personal exploration and development, and the chance to serve others. Finally, the guidelines, rules and policies are designed to ensure that your life at Regis University can develop in an atmosphere most conducive to intellectual, individual and communal growth.

University Mission

As a Jesuit, Catholic university, Regis seeks to build a more just and humane world through transformative education at the frontiers of faith, reason and culture.

Elements of the Mission

As a university, Regis draws from wellsprings of ancient wisdom and explores new horizons of thought and imagination to pursue truth, strive for justice and cultivate beauty. In everything, Regis shepherds the development of the whole person in relation to the common good, asking, "How ought we to live?"

As Catholics, part of a global community of faith called to celebrate and embody God's love in the world, Regis educates diverse students for lives of service and meaning.

Regis equips them with knowledge and skills to be discerning persons in solidarity with others, especially all who are poor or whose dignity has been violated, and empowers them to care for the Earth, our common home.

As Jesuits, rooted in an Ignatian spirituality of Christian discipleship and open to the sacred in all human cultures, Regis aspires to be a community of learners who labor for a transformed world

and renewed ecosystem, and who journey as companions responsible to each other.

Behavioral Goals with Respect to "Living the Mission"

At Regis University we practice what we teach by being committed to building and sustaining a culture that values the dignity, diversity and contributions of all its members. With mutual respect and justice, the Regis community seeks to live the Jesuit mission by:

- Maintaining the highest ethical relationships within the Regis community as well as with partners, suppliers and other business entities, the Catholic Church, other religious traditions, and educational institutions.
- Fulfilling our obligation to society by supporting Individuals in the Jesuit tradition to be leaders in their families communities, and vocations.
- Achieving a unique student experience by providing values-centered education with rigorous academic programs, a focus on lifelong learning and service to others that prepares students to contribute to the transformation of society.
- Reviewing and strengthening the continuing health and financial viability of the University with strategies and resources that are responsive to the Mission.
- Acknowledging and affirming exceptional contributions, seeking fair and equitable rewards, and providing opportunities for self-expression and growth in the Regis community.
- Regis University thrives when all members of the community act to promote a culture that is congruent with the Mission.

Educational Goals

Based on hope in the goodness of human life and responding in solidarity with Jesus Christ, "Who came to serve, not be served," we seek to:

- Provide our students with an excellent education in which they develop the ability to think critically, perceive comprehensively and perform competently.

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PREAMBLE

- Offer a liberal education in the arts and sciences that develops talent and abilities, promotes awareness of career alternatives and provides the practical skills necessary to pursue such careers. We believe that recognizing the continuum between conceptual rigor and practical application enables our students to adapt to new situations throughout life.
- Examine the dominant values that constitute society. We provide our students with the experience and understanding necessary for establishing their own framework of values within which they can make moral judgments and personal choices. In this way, we help empower students to make a positive impact on a changing society.
- Investigate the theories, methods and data of academic disciplines, as well as their underlying assumptions and values.
- Promote an atmosphere of personal concern for each student. This includes conscientious advising, substantial interaction between faculty and students, and close attention to each individual's personal intellectual growth.
- Concentrate our limited resources as a private and independent institution on select areas and extend these resources by forming partnerships with other organizations. In this way, the University attempts to be innovative, both educationally and technologically.
- Motivate students, faculty and staff to put their wisdom, skills and knowledge at the service of humanity.
- Expand the presence and influence of the Jesuit vision and values, which are derived from the mission.

Undergraduate Core Educational Experience

From its origins in the Renaissance and Reformation, Jesuit education has provided leadership in bringing the traditions of Christianity and classical learning in fruitful engagement with new developments in thought and culture. This task remains central at Regis University, where the core educational experience seeks to provide all undergraduate

students with Jesuit liberal arts education. The core educational experience challenges students to reflect on tradition, continuity and change, and to explore the question "How ought we to live?" in terms of the development of Western thought from classical to contemporary.

Inspired by Catholic tradition and Ignatian spirituality, the core educational experience at Regis celebrates the essential goodness of the world and the joy of learning. This education is grounded in the belief that faith and reason are complementary; it emphasizes the basic values of human dignity, diversity, freedom and justice; and it promotes the formation of conscience and character through imaginative and critical discernment. The core educational experience aims to develop the whole person. It seeks not only to enable students to meet the challenges and goals of their personal and professional lives, but also to cultivate their leadership in service to others and in work for the common good.

The Regis University core educational experience engages students in an academic environment that both models and nurtures the beliefs, commitments and goals that are central to Jesuit liberal arts education. The mentoring relationship between faculty, staff and students is central to this experience. While required core courses are essential to the core educational experience, core goals and themes inform all academic majors and professional programs, as well as campus and community activities.

Graduate Educational Experience

Graduate degree programs at Regis University emanate from and embody the University mission of educating men and women to take leadership roles and to make a positive impact in a changing society. These programs provide a rigorous, focused, value-centered professional education rooted in the Jesuit Catholic tradition. Graduate education at Regis University is learner-centered. Learners and faculty are full partners in an educational relationship that emphasizes academic excellence, active and collegial participation in the educational process, practical application of theory, ethical processes and decisions, and a commitment to lifelong learning. Regis University's graduate programs infuse professional education with Jesuit ethos and values, develop the whole person and foster professionalism

SECTION ONE

PREAMBLE

Regis University Graduate Programs are Characterized

Openness – a respect for others and their perspectives.

Optimism – an affirmation of the goodness of the world and of the human dignity of all people in it.

Other-centeredness – a conscious move beyond self to an appreciation of the interconnectedness of human beings and their actions.

Regis University Graduate Programs Purposefully

Emphasize:

Academic Excellence – Regis University graduate Programs are committed to academic excellence: the disciplined search for knowledge and the joy of discovery and understanding. Regis University expects each graduate student to achieve mastery in a discipline, including the ability to integrate and extend knowledge to contexts outside the classroom and to effectively translate theory into practice. Graduate learners are also encouraged to be active partners with faculty in the collaborative process of learning and discovery and to become lifelong learners.

Leadership – Regis University graduate programs develop leaders in the service of others. In this context, leaders are communicators with vision who analyze problems, find and implement solutions, and structure and facilitate processes to make a positive impact on society.

Ethics – Ethical decision making and behavior are fundamental components of Regis University graduate programs. Ethics in Regis University guide individuals to make conscious effort to apply ethical principles to decisions; to integrate and broaden the considerations surrounding the decisions; and to examine carefully the consequences and implications beyond personal and organizational self-interests.

Social Justice – Graduate programs strive to nurture a life of service for the common good, to cultivate respect for human diversity and to strengthen a special concern for the poor, the marginalized and the oppressed. By emphasizing a

concern for social justice, Regis graduate programs reinforce an individual's commitment to be an active and productive member in society and to work for structural change to protect the disenfranchised.

Global Awareness – Regis graduate programs are committed to preparing learners to live, work and lead in an increasingly interconnected global society. Graduate programs strive to create a learning environment that celebrates diversity and instills a passion for justice for all people.

SECTION TWO

EMERGENCY INFORMATION AND PROCEDURES

Safety and Emergency Contact Information

Emergency - Off-campus dispatched services	911
Campus Safety (available 24 hours/day)	303.458.4122
Equal Opportunity and Title IX Compliance	303.964.6435
Victim Advocacy and Violence Prevention	303.458.4029
Dean of Students/Student Affairs	303.458.4086
Counseling and Personal Development	303.458.3507
Student Health Services	303.458.3558
University Ministry	303.458.4153
Regis Switchboard	303.458.4100
Housing and Residential Engagement	303.458.4991
DeSmet Hall Staff-on-Duty	303.964.6000
Boryla Apartments Staff-on-Duty	720.921.4264
Ignatian Village Staff-on-Duty	303.964.6170
O'Connell Hall Staff-on-Duty	303.964.6001
Residence Village Staff-on-Duty	303.964.6170
West Hall Staff-on-Duty	303.964.6002

RU Alerts

All students, faculty and staff may sign up to receive emergency alert text messages through your cell phone and/or email messages to your computer using the RU Alert system. RU Alerts are sent for important time sensitive communication to the Regis Community and will provide instructions to ensure the safety of the community. The system is also used to announce weather delay/cancellation information. All announcements will include a link to the Regis website that contains this policy and other information regarding inclement weather instructions and procedures.

Evacuation Instructions

1. Leave the room immediately upon the need to evacuate the building. Students with mobility issues are to report to Designated Areas of Rescue for assistance. Students with mobility impairments are requested to stay in these areas until help arrives.
2. Leave the building as soon as possible. Staff should contact Campus Safety as needed. Housing and Residence Engagement (HRE) Staff, including but not limited to, Community Development Assistants (CDAs), and Assistant Director(s), are to usher students out of the building to the Designated Congregation Area as quickly as possible.
3. Wait for instructions from appropriate staff.
4. For residential students, wait for the all-clear signal is received by HRE staff, they will assist students returning to the building by unlocking doors and assessing any damages.
5. Students who do not evacuate as directed will be documented and subject to the community standards review. Note: Students with mobility impairments who go to a Designated Area of Rescue and are found waiting there are exempt from community standards review.

Emergency Situations

In case of alarms or emergency sirens

1. Assume all alarms to be real emergencies. All Regis Community members and guests are expected to observe University emergency procedures and directives of University staff. Failure to observe emergency procedures or University directives may be subject to community standards outcomes.

In case of medical emergency

1. Assess the situation and call Campus Safety. In the residence halls, student staff will assess the situation and call Campus Safety and the professional staff on duty.
2. Campus Safety will assess the situation and determine if emergency services are needed. If paramedics are called, University Staff will help with crowd control while Campus Safety works with emergency services.
3. After situation is contained, emergency crews will determine which hospital the impacted party will be sent to, and University Staff will followup in accordance with university procedure.

In case of fire

1. At the first sign of an obvious fire, the

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EMERGENCY INFORMATION AND PROCEDURES

University Staff will either use a fire extinguisher (if possible) or trigger the alarm at a pull station.

2. When a fire alarm sounds, everyone is to leave the building immediately and follow the evacuation procedures above/below in this handbook. Exit quickly and orderly through the nearest exit. Students with mobility issues are to report to Designated Areas of Rescue for assistance. Students with mobility impairments are requested to stay in these areas until help arrives.
3. Never open a door that feels warm to the touch.
4. Move 150 feet from the building once outside and follow the directives of University Staff with regard to congregation areas. Be aware of arriving emergency equipment.
5. University Staff will assist Campus Safety in securing the building, if possible.
6. In the residence halls, HRE staff will respond appropriately to ensure the safety of residents, as well assist responding emergency personnel. If it becomes dangerous to do these things, HRE staff will evacuate with the rest of the students
7. In the residence halls, HRE professional staff will respond if it is believed that the fire alarm was set deliberately. They will help Campus Safety with the investigation and the questioning of witnesses.

In case of called-in bomb threat

1. Obtain as much information as possible from the caller/source of threat.
2. Call Campus Safety.
3. Do not touch any suspicious item or pull the fire alarm.
4. Do not use cell phones or radios.
5. In the residence halls, Residents are to contact Campus Safety, first, then their HRE Assistant Director. If in doubt as to the severity of the threat, HRE Staff shall evacuate the building.
6. Follow directives of University Staff and/or emergency responders.

Restricted Areas

Restricted areas include but are not limited to roofs, attics, canopies, overhangs, external fire escape stairs of university facilities (absent an emergency), and construction areas. Areas that are restricted are off limits to students' absent authorization, which requires accompaniment by and/or specific written permission from a University Official.

Liability for Personal Goods

Regis University is not liable for the loss of personal goods stored or used in property owned, operated or contracted by the University. Students are encouraged to take precautionary measures against theft such as locking their doors properly, identifying personal belongings and carrying private property insurance. Residential students are also encouraged to take their valuable belongings home during breaks.

University Security Rights and Authority

Searches

The University reserves the right to search the person or property of any student and/or guest, including residence hall facilities, at any time if the University, or one of its duly authorized officers, believes, in the exercise of reasonable judgment, that the student is engaged in conduct that violates the law or the policies of the University, or has in their possession or under their control tangible items, the possession or control of which are illegal or violate University policy. The University may confiscate items which are illegal or violate University policy. The University will not return confiscated items to students or their families which are deemed to be illegal or violate University policy. The University also reserves the right, including, without limitation, to restrict entry to and continuing presence at events or on property without a search or relinquishment of certain personal property, such as handbags, backpacks, bags, containers and apparel. Each student, as a condition of enrollment at the University, submits to the authority reserved to the University under this policy.

SECTION TWO

EMERGENCY INFORMATION AND PROCEDURES

Right to Detain

The University, through its duly authorized officials, reserves the right to detain or physically restrain students or other individuals who are present in or on property owned and/or operated by the University. This includes the right to use appropriate physical restraint or impediment of motion, if the student or other individual has committed, or is in the process of committing acts that constitute a violation of law, or is engaged in, or has clearly evidenced a clear intent to engage in acts that would create an imminent risk of material harm to others or to the property of the University, its students, employees or guests.

SECTION THREE

COMMUNITY STANDARDS

University Community Standards

Within the traditions of its mission and Jesuit, Catholic heritage, Regis University maintains a policy on Community Standards and expects each community member and event participant to abide by the following standards:

- Respect the rights and human dignity of others.
- Ensure that your actions maintain an atmosphere conducive to learning and personal development.
- Respect the University's traditions of academic freedom, including honesty, freedom of expression and open inquiry.
- Respect the different backgrounds, religious traditions and identities of others.
- Cultivate a community in which assistance is offered to others in need of support, guidance or friendship.
- Obey federal, state and local laws and ordinances.
- Abide by the directives of University authorities and adhere to University policies, procedures and regulations.

Statement of Student Rights and Responsibilities

Regis University is a place where the free exchange of ideas, in an atmosphere of respect and care, is valued both for the good of the individual and for the entire community. The Regis University community is committed to fostering a campus environment that is conducive to academic inquiry, a productive campus life, and thoughtful study and discourse. To support the educational mission of the University, to create an environment where all students have the same opportunity to succeed academically and personally, and to promote health and safety, Regis University has established policies that set expectations for student behavior. As an institution of higher education grounded in Jesuit tradition, Regis University encourages students to rise above the standards and expectations, to live and learn together in an atmosphere that is characterized by personal intellectual growth, fruitful group interaction, mutual respect, ethical

leadership, and to the good of each individual and the entire community.

The Community Standards and Care (CSC) program within the Dean of Students Office is committed to an educational and developmental process that aims to advocate for students as it balances the interests of individual students with those of the University community.

The Regis community is committed to a set of shared values and community standards. Each member of the community is expected to uphold and abide by standards of behavior that provide the foundation of the student code of conduct. The Regis University Student Code of Conduct has been developed to reflect the nature of a student community and the situations inherent in it. Every member of the University community is provided rights and benefits in accordance with the expectation that each student has maturity, intelligence and concern for the rights of others. Only when a person demonstrates a lack of cooperation and consideration with the established expectations does the University take some type of action. Behavior judged to be disruptive to the community atmosphere, whether attempted or committed, will be addressed in order to assert and uphold the Student Code of Conduct. Fundamental to this commitment is the expectation of the University that the individual members of the community will:

- Be honest.
- Demonstrate respect for self. Demonstrate respect for others.
- Demonstrate respect for the law and university policies, their administration, and the process for changing those laws, policies and regulations.

The Community Standards and Care process is not intended to punish students; rather, it exists to safeguard and preserve the University community and to educate those whose behavior is incongruent with our policies. Community Standards Outcomes are designed to address unwanted behavior, using restorative practices to address whatever harm was caused, and support students' growth and development by challenging their moral and ethical decision making as members of the university community. When a student's behavior is inconsistent with our standards and community

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expectations, the community standards process will determine if the student should no longer have the privilege of participating in the Regis Community.

Students should take note that the community standards process is educational in nature and is quite different from criminal and civil court proceedings. Procedures and rights in community standards procedures are conducted with fairness in mind, but do not include the same protections afforded by the courts. No student will be found in violation of University Policy without information showing it is more likely than not (preponderance of evidence) that a policy violation has occurred. Community Standards Outcomes will be proportionate to the severity of the violation and the cumulative conduct history of the student.

The concept of rights and freedoms carries with it, corresponding responsibilities for which students are accountable. It is the responsibility of all students to know and abide by the regulations and policies which govern their conduct as members of the Regis University community. Behaviors that violate the Student Code of Conduct are addressed through the University Community Standards system.

Rights of Students in the Community Standards Process

Rights of the Respondent(s):

1. You will be given the opportunity to review all information to be presented as part of the community standards processes regarding the circumstances and allegations of the case.
2. You will have an opportunity to give your response to the report(s) and other information presented, including testimony from witnesses, and to offer any additional information that might be helpful in resolving the case.
3. You have the right not to answer any question(s) that may be asked during any proceeding and the assurance that a choice to not answer any question(s) will not be treated as an admission of responsibility.
4. You have the right to hear any testimony related to the case presented at the hearing against you and to ask questions of the persons giving such testimony.
5. You have the right to present witnesses on your behalf to substantiate circumstances related to the case. You must inform the Dean of Students Office of the names of your witnesses, in writing, at least forty eight (48) hours prior to the commencement of the hearing.
6. You have the right to have a student, faculty or staff member from the University community appear with you as an advisor for support as you discuss your case with University Officials or as you give testimony during a hearing. It is the student's responsibility to select an advisor and make the advisor available for the scheduled hearing. (Note: In cases of Non-discrimination & Sexual Misconduct proceedings, Advisor definition and scope will differ as required by regulation.)
7. You will receive written notification of the results of the hearing within five (5) business days after the hearing concludes, unless extended by the Hearing Officer for reasonable cause.
8. You have the right to request an appeal of the decision rendered in your case based on the criteria outlined in the Student Code of Conduct. (See section on Formal Hearing Appeals later in this Code.)
9. You have the right to confidentiality in the student conduct process and record keeping by University Officials, consistent with applicable laws and regulations, including the Family Educational Rights and Privacy Act. (See the Disciplinary Records section later in this Code for further information.)
10. The University reserves the right to modify these rights and adjust the disciplinary process as it determines necessary in order to assure fairness, order and the physical and emotional security of individuals.

Rights of the Complainant(s):

1. You have the right to have University officials inform you of your options in the student conduct process and to inform you whether a hearing will be scheduled based on the available evidence.
2. You have the right to have your report reviewed, evaluated and acted upon in a

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- manner consistent with this Code of Conduct.
3. You have the right to withdraw from participating in the student conduct process. The University reserves the right to continue the Community Standards process regardless of your decision to participate.
 4. You have the right to have a student, faculty or staff member from the University community appear with you as an advisor for support as you discuss your case with University Officials or you give testimony during a hearing. It is the student's responsibility to select an advisor and make the advisor available for the scheduled hearing. (Note: In cases of Non-discrimination & Sexual Misconduct proceedings, Advisor definition and scope will differ as required by regulation.)
 5. You have the right to confidentiality in the student conduct process and recordkeeping by University officials, consistent with applicable laws and regulations, including the Family Educational Rights and Privacy Act. (See the Disciplinary Records section later in this Code for further information.)
 6. You have the right to offer the testimony of witnesses of your own who have personal knowledge of the relevant facts in the case. You must inform the board or person hearing your case of the names of your witnesses, in writing, at least forty-eight (48) hours prior to the commencement of the hearing.
 7. You have the right to hear the testimony of Respondent and Respondent's witnesses, and to ask questions of them.
 8. If you are the complainant in a violation that includes violence or abusive conduct, you have the right to be notified in writing of the final results of the University's student conduct process.
 9. In certain circumstances, you have the right to request an appeal of the hearing results to a designated university appellate officer. See the Formal Hearing Appeals section later in this Code for further information.
 10. You have the right to receive counseling support from Office of Counseling Services providers when you are eligible to receive such services.
 11. You may request that the University prohibit the Respondent from contacting you based on the Respondent's alleged misconduct. If the University determines, in its sole but reasonable discretion, that the circumstances warrant such action, it will accommodate the request to the extent feasible.
 12. You may request to receive a change in course assignment or housing assignment based on the Respondent's alleged misconduct. If the University determines, in its sole but reasonable discretion, that the circumstances warrant such action, it will accommodate the request to the extent such changes can be reasonably accommodated.

Authority, Scope and Interpretation

Authority

The Provost is vested with the authority over community standards by the University President. The Provost appoints the Associate Vice President & Dean of Students (AVP/DOS) to administer the community standards program through the Director of Community Standards & Care (designee) who is responsible for oversight and management of community standards processes and procedures. The AVP/DOS, or designee, may appoint community standards hearing officers and appellate officers as deemed necessary to efficiently and effectively administer the community standards process.

The AVP/DOS, or their designee, will assume responsibility for the investigation of an allegation of misconduct, including requiring incident reports to be amended or otherwise edited for clarity and accuracy in order to evaluate the complaints' merit.

Scope and Interpretation

The policies and procedures outlined in this Handbook are published annually and contain current information about the University and regulations that apply to all students and student organizations. These policies include the Student Code of Conduct, which outlines and defines behavioral expectations for all students and organizations, and the University Policies for Student Life (UPSL), which are general University policies that serve as a guide for student behavior.

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Violations of these policies are adjudicated through the University Community Standards process and/or the appropriate responsible department. They are applicable to students studying on the Denver Northwest campus, as well as those students at branch campuses, other university-owned or leased properties, or as outlined in the jurisdiction statement in this document.

Violations of University policies by students in the GLOBAL Inclusive Program may be adjudicated by GLOBAL Inclusive Program employees rather than through the University Community Standards process. This will be determined on a case-by-case basis and is at the discretion of the Director of the GLOBAL Inclusive Program, the Provost, the Director of Community Standards and Care, and/or designee.

Community Standards & Care (CSC) will develop procedural rules for the administration of the Community Standards process that are consistent with the provisions of this student code of conduct. Material deviation from these rules will, generally, only be made as necessary and will include reasonable advance notice to all parties involved, either by posting online and/or in the form of written communication. CSC may vary procedures with notice upon determining that changes to law or regulation require policy or procedural alterations not reflected in this Code. CSC may make minor modifications to procedures that do not materially jeopardize the fairness owed to any party. Any question of interpretation of the Student Code of Conduct will be referred to the Associate Vice President/Dean of Students whose interpretation is final.

The University reserves the right to change these policies during the academic year and notification is hereby given of that possibility. Substantive changes to the Student Code of Conduct or the University Policies for Student Life will be published electronically on the University webpage and will appear in this document. Students are expected to keep themselves informed on all policies affecting them. Students may obtain written clarification of any policy in this document by writing to the Associate Vice President/Dean of Students, or their designee.

Policies and Procedures for Violations of the Discrimination, Sexual Misconduct and Retaliation Policy

Incidents that involve a possible violation of the University's Discrimination, Sexual Misconduct and Retaliation Policy are subject to the rights and procedures outlined under the Policy found in the Regis University Student Handbook. Incidents not rising to the level of investigation and/or subsequent resolution/adjudication under the University's Discrimination, Sexual Misconduct and Retaliation Policy may be subject to formal processing through the Community Standards and Care System.

Additional Community-Specific Guidelines

In addition to the Student Code of Conduct and the University Policies for Student Life, students should be aware of additional student life policies that may pertain to their involvement in particular communities and/or use of certain services, including, but not limited to the following:

- The Regis University Housing and Residential Engagement Policies, which specify additional and/or different policies governing the University Residence Halls and Housing.
- The Regis University Student-Athlete Handbook and other official directives, which specifies additional, and/or different policies governing student athlete behavior.
- Dining Services specific additional and/or different policies for dining plans.
- Academic Program and or College Handbooks
- GLOBAL Inclusive Program handbook

Revision Process

The Office of the Dean of Students reviews the contents of this document for accuracy on an annual basis. Recommendations, additions, deletions and corrections on the material contained in University Policies for Student Life and the

SECTION THREE

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Student Code of Conduct should be forwarded to the AVP/DOS.

This Code of Conduct will be updated as needed to reflect changing institutional policy, law, or regulation and under the direction of the AVP/DOS, will be reviewed and updated by university committee every 2-3 years.

Final authority for policy changes to this document rests with the Provost who also retains the authority to issue administrative policy changes for this document. Directors and department heads may issue procedures consistent with these policies.

Jurisdiction

The Student Code of Conduct and the community standards process apply to the conduct of all individual students, both undergraduate and graduate, including graduate students in professional programs such as pharmacy, physical therapy, etc., and all University-affiliated student organizations. In addition to the Student Code of Conduct, students are also expected to adhere to the standards and policies outlined by their respective college, school or program handbook, and/or university department, if applicable. For the purposes of community standards processes, the University considers an individual to be a student when an offer of admission has been extended and accepted, and thereafter as long as the student is eligible to enroll in classes without reapplying to the University, and continues until such time as the student graduates or otherwise completes the relevant program, formally and permanently withdraws, or is expelled.

The University retains jurisdiction over students who choose to take a leave of absence, withdraw or have graduated, for any misconduct that occurred prior to the leave, withdrawal, or graduation. In the event of serious misconduct committed while still enrolled but reported after the accused student has graduated, the University may invoke these procedures, and should the former student be found responsible; the University may revoke that student's degree.

The Student Code of Conduct applies to students' behaviors that take place on property owned and/or operated by the University, at University-sponsored events, at University-sponsored study abroad programs, and may also apply off

campus when determined that the off-campus conduct affects a substantial University interest. A substantial University interest includes but is not limited to:

- Any situation where it appears that the student's conduct may present a danger or threat to the health or safety of the student or others; and/or
- Any situation that significantly and adversely affects the rights, property or achievements of the student or others or significantly breaches the peace and/or causes social disorder; and/or
- Any situation that is detrimental to the educational mission and/or interests of the University;

The Student Code of Conduct may be applied to behavior that occurs online, via email or another electronic medium. Students should also be aware that online postings such as blogs, web postings, chats and social networking sites are in the public sphere and are not private. These postings can subject a student to allegations of community standards violations if evidence of policy violations is posted online. The University may act if and/or when such information is brought to the attention of University Officials.

The Student Code of Conduct applies to guests of students, such that host students may be held accountable for the misconduct of their guests. Visitors to and guests of the University may seek resolution of violations of the Student Code of Conduct committed against them by students.

There is no time limit on reporting violations of the Student Code of Conduct; however, the longer someone waits to report an offense, the harder it becomes for University Officials to obtain information and witness statements and to make determinations regarding alleged violations.

Though anonymous complaints are permitted, doing so may limit the University's ability to investigate and respond to a complaint. Those who are aware of misconduct are encouraged to report it as quickly as possible to officials in the Office of Student Affairs, Housing and Residential Engagement, or Campus Safety.

University email is the University's primary means of communication with students. Students are responsible for reviewing messages received

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through their Regis email account on a frequent and consistent basis. Communications may be time critical. Students should also use Regis email accounts for all University-related email communications.

Violations of the Law

Alleged violations of federal, state and local laws may be investigated and addressed under this student code of conduct at the discretion of the University. When an offense occurs over which the University has jurisdiction, the Community Standards Process will proceed notwithstanding any criminal complaint that may arise from the same incident.

The University reserves the right to exercise its authority of interim suspension upon notification that a student is facing criminal investigation and/or complaint (additional grounds for interim suspension are outlined under Interim Action later in this Handbook). Interim suspensions are imposed until a hearing can be held.

- Students accused of crimes may request to take a leave of absence from the University until the criminal charges are resolved. In such situations, the University procedure for voluntary leaves of absence is subject to the following conditions:
- The responding student must comply with all campus investigative efforts that will not prejudice their defense in a criminal trial; and
- The responding student must comply with all interim actions and/or restrictions imposed during the leave of absence; and
- The responding student must agree that, in order to be reinstated to active student status, they must first be subject to, and fully cooperate with the community standards process and must comply with all community standards outcomes that are imposed. Students taking a Leave of Absence due to conduct will be subject to any academic policies or rules at the time of the LOA request.

Designated Authority for the Community Standards System

Investigation

Community Standards and Care shall have the authority and responsibility for the initial investigation of any alleged misconduct to determine if the complaint has merit. Upon determination of merit, the case will be assigned to the appropriate party for further investigation and subsequent resolution/adjudication consistent with the process outlined herein.

Gatekeeping

No complaint will be forwarded for a hearing unless there is reasonable cause to believe a policy or law has been violated. Reasonable cause is defined as some credible information to support elements of the offense, even if that information is merely a credible witness, or victim's statement. A complaint wholly unsupported by any credible information will not be forwarded.

Resolution Options

Community Standards and Care has the discretion to refer a complaint for mediation or other forms of appropriate conflict resolution/restorative process. All parties who agree to a restorative process must agree to conflict resolution and to be bound by the decision with no review/appeal. Any unsuccessful conflict resolutions can be forwarded for formal processing and hearing. However, at no time will complaints of physical assault, sexual misconduct or violence be mediated as the sole University response.

Community Standards & Care may also suggest that complaints that do not involve a violation of the Student Code of Conduct be referred for mediation or other appropriate conflict resolution.

Community Standards Hearing Officers

Community Standards Hearing Officers (Hearing Officers) are chosen from a pool of annually trained administrators selected by CSC. Hearing Officers shall have the authority to adjudicate cases assigned to them in accordance with this Student Code of Conduct.

Appellate Officers

For the purposes of this Code of Conduct, appellate authority lies with the Associate Vice President of Student Affairs and Dean of Students who

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will appoint and train a pool of appellate officers comprised of senior University administrators. Appellate Officers shall have the authority to review appeals assigned to them and render final University decision on the matter being appealed.

Community Standards Procedures

Overview of the Community Standards Process (Steps)

The Regis University Community Standards process can take on different forms depending on the situation and how a student interacts with the process. In general, the following steps will be utilized as appropriate to the situation.

STEP 1: Report of Incident

Incident reports or other written complaints alleging violations of the Community Standards Prohibited Conduct section outlined in the Student Code of Conduct will be referred to Community Standards and Care (CSC), or designee, who will conduct a preliminary review of the facts of the case to determine whether sufficient evidence exists to warrant moving the case forward in this process. Depending on the alleged violations, in accordance with University practice, Community Standards and Care will determine whether the matter will be referred for Initial Review or to a Community Standards Hearing. In certain instances where there is not sufficient evidence to warrant a community standard proceeding, or where by the alleged violations can best be addressed by Adaptable Conflict Resolution (ACR), CSC, may refer the matter to be resolved by ACR provided appropriate conditions are met.

STEP 2a: Initial Review

As a part of this initial review, the Respondent(s) involved in the case will be provided an opportunity to participate in an Initial Review meeting with a Hearing Officer to discuss the allegations and respond to them. Each Respondent will receive a letter notifying them of the alleged violation(s) and the date of their Initial Review meeting. During the Initial Review meeting, the Respondent will have the opportunity to resolve the case through Agreed Resolution by accepting responsibility for the violation(s) and agreeing to the identified Community Standards Outcomes. The Respondent will be asked to complete an Agreed Resolution

form and cannot appeal the case resolution.

If an Agreed Resolution cannot be reached, either because the student does not accept responsibility for all charges or does not agree to the identified Community Standards Outcomes (matters involving restitution excepted) through the Initial Review, the matter will be referred to a Community Standards Hearing.

Failure to appear at the scheduled Initial Review, without prior notice and good cause, will result in the matter being referred to a Community Standards Hearing. The matter may also be referred to a Community Standards Hearing if CSC determines that based on the alleged violations, referral is the appropriate response.

STEP 2b: Community Standards Hearing

Cases will be referred to a Community Standards Hearing in the following instances:

- If Agreed Resolution cannot be reached between the Respondent and the Hearing Officer; or
- Respondent failed to appear for previously scheduled Initial Review meeting without prior notice or good cause; or
- CSC has determined based on alleged violations, referral to a Community Standards Hearing is the appropriate response.

Students provided notice of a scheduled Community Standards Hearing are expected to appear as scheduled. Failure to appear, without prior notice and good cause, will result in the hearing being held in absentia (e.g. without their presence) for a determination being made.

Community Standards Hearings will be conducted in a manner consistent with the Statement of Student Rights. Hearings will be closed to the public. Admission to the hearing by persons other than the parties directly involved will be at the discretion of the Hearing Officer. Additionally, formal rules of evidence are not observed, and pertinent records, exhibits, and written statements will be accepted at the discretion of the Hearing Officer as information for consideration. The University will create a single audio or video recording record for all hearings, no other recording is allowed. Deliberations which will occur after the hearing has concluded, will not be recorded. The recording will be the sole property of the University

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and maintained as described in the University's Records Retention Policy.

STEP 3: Appeals

Following the hearing and decision of the Hearing Officer, the Complainant(s) or Respondent(s) have the right to request an appeal of the findings or results of the hearing to the Associate Vice President/Dean of Students, or their designee. Such appeal requests must be filed in writing no later than five (5) business days after the written results of the hearing are sent to the student.

Submission of a request does not guarantee that an appeal will be granted. For information on grounds for appeal please see Community Standards Hearing Appeals in this Handbook.

If an appeal is granted, the decision of the Appellate Officer is the final decision of the University on the matter in question.

Reviewing Misconduct by Student Organizations

A student organization may be referred to the community standards process for alleged violations of the Student Code of Conduct, and the organization may be held responsible if any violations by those associated with the organization received the implied or overt consent or encouragement of the organization's members or its officers. This authority does not preclude or prohibit any student involved in any such violation from also being referred to the community standards process individually for any such violation.

With regard to student organization behavior, student organizations may be considered for community standards action if any two of the following characteristics are present:

- The faculty advisor (if applicable) or any executive officer of the organization is aware of the incident sufficiently in advance of its occurrence to prohibit it from taking place and takes no action to prohibit it.
- The faculty advisor (if applicable) or any executive officer of the organization knows the identity of the members involved in the incident and refuses to divulge that information to the appropriate university

authorities and/or the police.

- The incident takes place in any area associated with organization activities.
- The incident involves the expenditure of any organizational funds.
- The incident involves or is actively or passively endorsed by a majority of the members of the organization.
- The incident involves four (4) or more members of the organization, or if the incident involves any member of the organizational leadership and/or faculty advisor.

Special Administrative Evaluation

The University reserves the right to deny admission, continued enrollment, re-enrollment, or re-employment to any applicant or student who is charged with a criminal offense, is a registered sex offender in any state, or whose personal history indicates that the student's presence at the University would endanger the health, safety, welfare or property of the members of the University community, prevent the student from continuing in their chosen field of study, or interfere with the orderly and effective performance of the University's functions.

In some cases, a student may be subject to special requirements or outcomes, including suspension or expulsion from the University, for actions not otherwise covered in the Student Code of Conduct, if it is determined from the student's behavior that they:

- Lack the capacity to understand the nature of the allegation against oneself, or to respond and participate in the community standards process;
- Pose a danger to self or others; and/or have become gravely disabled (i.e.; lack the ability to care for oneself).

In such instances, the case will be referred to the Provost, or their designee, who will schedule an evaluation of the student by appropriate medical or mental health care professionals on or off-campus. All students consent to such evaluation as a condition of their enrollment or continued matriculation. Any student who refuses to participate in any such evaluation will be dismissed

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or suspended as determined appropriate by the Provost, or their designee. The student may also elect to seek an independent medical or psychological evaluation for purposes of this review.

Following completion of the required evaluation, the Provost, or their designee, will then convene a Special Evaluation Team to review the case and make appropriate recommendations. The Special Evaluation Team will normally consist of:

- A member of the University's Office of Counseling Services staff;
- The student's Academic Advisor, or appropriate Associate Dean;
- The Associate Vice President/ Dean of Students, or their designee;
- An additional faculty member or administrator designated by the Provost, or designee.

The Special Evaluation Team will review all issues and information relevant to the student's condition and the student's ability to continue at the University. In conducting its evaluation, the Special Evaluation Team will:

- Have access to all records concerning the student, including the results of the professional medical or psychological assessment.
- Have the right to call in and consult with any person who can supply information relevant to their analysis; and
- Conduct all of their proceedings in strict confidence and in compliance with applicable state and federal nondiscrimination laws.

The student will have the right to appear before the Special Evaluation Team to present information in support of the student's continued enrollment. The student may also be assisted in making this presentation by an advisor drawn from the University community or the student's immediate family. The student also has the right to be informed of any information to be covered by the Special Evaluation Team.

All information presented to the Special Evaluation Team will be given due consideration in the decision-making process. Following review of all relevant information, the Special Evaluation Team will report its findings along with recommendations on the continuing enrollment status of the

student to the Provost, or their designee. The Provost, or their designee, will then make the final determination as to whether the student should remain enrolled with the University, and if so, under what conditions. In the event a student is suspended, the Provost, or their designee, may also elect to impose conditions for the student's reinstatement.

Any student who fails to cooperate with either the evaluation process or with conditions set for the student to continue at the University may be suspended on a summary basis pending completion of this review process.

Similarly, in cases where it is believed that a student's behavior or threatened behavior poses a danger of causing imminent harm to oneself or others, the student may be summarily suspended from the University immediately. In such cases, appropriate medical and law enforcement agencies, as well as family members will be notified. The evaluation procedures would then take place following the student's suspension and removal from campus.

Operational Considerations for the Community Standards Process

Auxiliary Aids and Services

Students may request reasonable accommodations pursuant to section 504 of the Rehabilitation Act and the American's with Disabilities Act. The student must be registered with Student Disability Services and notify the Hearing Officer at least three (3) business days prior to a meeting or Community Standards Hearing.

Advisors

Students participating in the community standards process have the right to the assistance of an advisor in a Community Standards Hearing. The advisor must be a current member of the University community, including other students, faculty, or staff. Obtaining an advisor is the student's responsibility. A Community Standards Hearing will generally not be rescheduled to accommodate the schedule of an advisor. Furthermore, the student's advisor may not be a licensed attorney.* The University cannot guarantee the availability of an advisor, nor warrants the competency or conduct of any University employee or student chosen

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to act as an advisor. Additionally, because of the potential of a conflict of interest, the Director of Community Standards and Care, or their designee, must approve any Student Affairs staff (including Student Staff serving as an advisor* to a student prior to their involvement in the community standards process.

Advisors are used to support the student during the community standards process. They may not present evidence, substitute for the student's role in offering evidence or questions, or otherwise participate in the hearing*. The University reserves the right to bar individuals from participating as advisors who have failed to observe the Student Code of Conduct, who have failed to assist and advise students properly on the process, or who have otherwise disrupted the community standards process. The Director of Community Standards and Care, or designee, shall have discretion for making such determination.

**Note: Under the Discrimination, Sexual Misconduct, and Retaliation Policy, Advisor definition and scope is different as required by regulation.*

Conflicts of Interest

In the event that a Community Standards Hearing Officer has a significant past relationship or conflict involving a participant in a hearing, the Hearing Officer should excuse themselves from further involvement in that case. The Respondent or Complainant may challenge the inclusion of a member presiding over a Community Standards Hearing based on potential bias by submitting a written statement to Community Standards and Care at least three (3) business days before the scheduled hearing date and time. The determination of whether removal is warranted will be made by the AVP/DOS, or their designee. The Director of Community Standards and Care, or their designee, may also suspend or remove any Hearing Officer for actions detrimental to the proper functioning of the Community Standards Process, including, but not limited to, violations of University Policy and/or actions deemed to be detrimental to the University.

Testimony

The Hearing Officer will have the right to require the presence and testimony of witnesses relevant to the case. As a condition of their enrollment at the University, students are required to appear as witnesses and give testimony, unless excused by a

legally justifiable privilege. Witnesses who decline to appear may be referred to the community standards process for violations of the Student Code of Conduct. Should the Hearing Officer decide additional evidence or testimony is required to resolve the case, a continuance of the hearing will be scheduled with the student to review this information. Character testimony and other character-related evidence is not allowed in the hearing, but may be presented for consideration in sanctioning, if applicable.

Deliberation

The Hearing Officer will determine whether or not the student is responsible for the alleged violation(s), and if so, what Community Standards Outcomes should be applied. In deliberating the outcomes, the Hearing Officer will make their decisions on facts presented based on a preponderance of evidence available for their review, including, but not limited to, all testimony from witnesses, written statements, and other relevant information. In evaluating conflicting testimony or statements, the Hearing Officer will determine, as they see fit, which versions of events are more credible.

Case Resolution Approaches

Adaptable Conflict Resolution (Community Restoration)

Adaptable Conflict Resolution (ACR) processes allow individuals involved in a conflict to have significant influence over the resolution process and the outcome. If (1) all identified parties impacted by the conflict agree to attempt resolution through one of these processes, and (2) Community Standards and Care believes that the process is an appropriate form of resolution, then arrangements will be made for resolution via ACR. The nature of some complaints, especially those involving abusive conduct and identity-based violence, may render ACR inappropriate.

Participation in an ACR process is voluntary and may or may not result in a resolution. When a mutually satisfactory resolution is reached by the parties, the matter is considered resolved. By resolving the matter through ACR, the student or organization agrees to fulfill any outcomes that are developed during the meeting. Resolutions reached through ACR may not be appealed. If a resolution

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is not achieved through an attempt at ACR or there is a failure to complete the agreed upon outcomes and the matter involved a potential student code of conduct violation, The Director of Community Standards and Care, or their designee, will determine if the complaint will be resolved through an agreed resolution or a community standards hearing.

Agreed Resolution

The student or organization will meet with a hearing officer in the initial review meeting to discuss the specific incident(s) in question. The Hearing Officer will provide a redacted copy of the complaint and ask the student or organization to make a statement regarding their involvement in the reported incident(s). If the student or organization accepts responsibility for the alleged violation(s), the student or organization has the option of resolving the case through an agreed resolution. By resolving the case through an agreed resolution, the student or organization accepts responsibility for the alleged violation(s) and agrees to fulfill any community standards outcomes that are developed during the meeting. By entering into an agreed resolution, the student or organization waives the right to a Community Standards Hearing and the outcome is final, without option for appeal. If the student or organization rejects the agreed resolution, the case will be referred to a Community Standards Hearing. Community Standards and Care reserves the right to refer cases to a Community Standards Hearing without the opportunity to resolve the case through an agreed resolution.

Bias-related Case Resolution

When a complaint alleging a bias-related incident is received, the involved parties will be contacted for a meeting with a Community Standards and Care designee and the Equal Opportunity, Title IX Compliance Coordinator to discuss the incident, the options for conduct resolution, and to determine next steps. The pathway to resolve the case will be determined with regard to the nature of the complaint, whether a potential policy violation exists, and the requests of all parties involved, including the University. Some incidents may not be suitable for adaptable conflict resolution or an agreed resolution.

Repeated or Aggravated Case Resolutions

Repeated or aggravated violations of any section

of the Student Code of Conduct will likely result in greater than usual community standards outcomes, particularly if the violations occurred during a Formal Warning, University Probation, or Deferred Outcome status period.

Community Standards Hearing Procedures

Scheduling

Community Standards and Care will make a good-faith effort to schedule Community Standards Hearings around academic class schedules considering the availability of individuals involved in the hearing proceedings and the normal operations of Community Standards and Care.

Hearing Notice

The respondent(s) will receive written notice no less than seven (7) business days prior to the date of the Community Standards Hearing. The written notice shall include date, time, and location of the hearing, as well as the specific alleged violations of Prohibited Conduct of the Code, a brief description of the allegation(s), names of witnesses to be called by the University, a list of information to be presented in the hearing, an outline of the Formal Hearing proceeding, and the name of the Hearing Officer. A complainant, as applicable, will receive similar written notice.

Witnesses and Relevant Information

The respondent(s) and as applicable, the complainant(s), can request the participation of additional witnesses to provide relevant information during a Community Standards Hearing. The respondent(s) and as applicable, the complainant(s), must provide the names of additional witnesses to the Hearing Officer at least three (3) business days prior to the hearing. Acceptance or denial of additional witnesses is made at the sole discretion of the Hearing Officer. Character witnesses and/or witnesses who cannot provide information regarding the specific incident will not be permitted to participate in the hearing. The respondent(s) and as applicable, the complainant(s), are responsible for contacting and notifying additional witnesses they request to participate in the hearing. The Community Standards Hearing shall not be delayed

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due to a scheduling conflict of any witness.

In the event a witness is unable to participate in the scheduled Community Standards Hearing, the witness may submit to the Hearing Officer a written statement at least one (1) business day prior to the hearing for consideration. A late witness statement submission will not be considered. The respondent(s) and as applicable, the complainant(s), must be provided an opportunity to respond to the written witness statement. The inability of the respondent(s) and as applicable, the complainant, to question a witness who has provided a written statement is not a violation of their due process rights. The respondent(s) and as applicable, the complainant(s), have the opportunity to review and respond to the written statement and may offer information to rebut the witness statement and other information presented at the Community Standards Hearing. If a witness fails to attend the hearing, their written statement, should one exist, will be considered by the Hearing Officer.

All parties have the opportunity to review all available relevant information to be used in the hearing supporting the charges of Prohibited Conduct of the Code at least one (1) business day prior to the hearing. In order for that review to happen all relevant records, exhibits, and written statements must be submitted by the respondent(s) and as applicable, the complainant(s), for review and acceptance to the Hearing Officer at least three (3) business days prior to the hearing. Acceptance or denial of information is made at the sole discretion of the Hearing Officer.

Challenging Impartiality in a Formal Hearing

The respondent(s) may challenge the impartiality of the Hearing Officer. The challenge must be submitted in writing to Community Standards and Care and must detail an actual bias (such as conflict of interest) that would significantly impact the right to a fair and impartial hearing. The challenge must be submitted at least three (3) business days prior to the Community Standards Hearing. The AVP/DOS, or designee, will review the challenge and make a final decision that is not appealable.

Postponements

Any request to postpone a Community Standards Hearing must be submitted in writing to Community Standards and Care at least three (3) business days prior to the hearing. The request must state

the reason(s) for the postponement request. The Director of CSC, or their designee, will review the request and make a final decision. The University may, but is not required to postpone the Community Standards Process pending the outcome of any civil or criminal case.

Failure to Attend

If a respondent(s) or complainant(s), in specific cases, fails to attend a scheduled Community Standards Hearing, the hearing will occur, and an outcome will be made in absentia. Students who fail to attend their hearing, or for whom a hearing was held in absentia forfeit the right to appeal.

General Principles of Formal Hearings

The following general principles apply to all Community Standards Hearings regardless of hearing forum. The respondent(s) and complainant(s), in specific cases, will receive information that outlines the Community Standards Hearing proceedings prior to the hearing.

1. Community Standards Hearings are private and will be closed to spectators, unless otherwise specified (e.g. advisor(s), witness(es)).
2. The burden of proof in a Community Standards Hearing is on the University. The standard of proof is the preponderance of the evidence (more likely than not). The finding of responsible or not responsible on the alleged violations are solely based on the information presented at a Community Standards Hearing.
3. Community Standards Hearings, excluding deliberations, will be recorded by audio or video. The hearing may only be recorded by the University and the recording will remain the property of the University and retained in accordance with the University's Record Retention Policy.
4. Community Standards Hearings are not subject to the Federal Rules of Evidence or other procedures governing criminal and civil court proceedings.
5. A respondent(s) and complainant(s), in specific cases as described in this document, have the opportunity to present relevant information.
6. No irrelevant information, including character statements, should be discussed or considered in the hearing.

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7. The Hearing Officer has the discretion to limit the number of witnesses whose testimony maybe redundant or not in dispute.
8. The Hearing Officer may limit the length of testimony and may provide advice regarding the scope, direction, or tone of questioning.
9. Prior student conduct may only be considered in determining appropriate community standards outcomes.
10. In cases involving multiple charged students, information presented at a Community Standards Hearing maybe used in a related case as long as all Community Standards Hearing procedures contained within the Student Code of Conduct are satisfied.
11. The respondent(s) and complainant, in specific cases, will receive written notice of the formal hearing outcome within five (5) business days of the Community Standards Hearing. The hearing outcome will include the determination regarding responsibility for prohibited conduct violations and applicable outcomes.

Sexual Misconduct Hearing Procedures

Pre-Hearing

At least fifteen (15) days and no less than eleven (11) days prior to a scheduled hearing, each party and their respective advisors will be allowed to review the investigation report.

A minimum of ten (10) days prior to a scheduled hearing all parties, including advisors, will engage in a pre-hearing meeting with Student Affairs and Equal Opportunity & Title IX Compliance to review hearing protocol, deadlines for submission of witness lists or other materials, answer questions, and receive investigation report and associated case materials.

Scheduling

Student Affairs will make a good faith effort to schedule Sexual Misconduct Hearings around academic class schedules considering the availability of individuals involved in the hearing proceedings, including advisors, and the normal operations of Student Affairs. As necessary, in cases of scheduling conflicts, Student Affairs may provide an excused absence notification to faculty.

Hearing Notice

All parties (respondent and complainant) will receive written notice no less than ten (10) days prior to the date of the Sexual Misconduct Hearing. The written notice will include date, time, and location of the hearing, as well as the specific charges, rationale, names of witnesses to be called, a list of information to be presented in the hearing, an outline of the Hearing proceeding, and the names of the Hearing Officers.

Hearing Officers

For Sexual Misconduct Hearings three (3) hearing officers will preside over the hearing and will serve as deciding parties. One (1) of the hearing officers will be appointed as Chair of the hearing process and will lead the hearing proceedings. All three (3) hearing officers, collectively, will have the responsibility to determine relevance of questions posed in questioning, to render decision, and to assign outcomes as appropriate.

Hearing Moderator

The Director for Community Standards and Care, or their designee, will serve in all cases as the hearing moderator to ensure procedural consistency and decorum.

Advisors

All parties are able to select an advisor, of their choosing, to support them in all parts of the process. If either party is unable to secure an advisor, the University will provide one for them. In addition to supporting their respective parties, advisors will participate in questioning the opposing party and any witnesses during questioning.

Witnesses and Relevant Information

All parties can request the participation of witnesses to provide relevant information during a Sexual Misconduct Hearing. Names of additional witnesses must be provided to the hearing moderator at least five (5) business days prior to the hearing. Character witnesses or witnesses who cannot provide information regarding the specific incident will not be permitted to participate in the hearing.

In Sexual Misconduct hearings, involved parties (complainant and respondent) have the right to question all witnesses. As such, only testimony presented in the hearing that can be questioned by all parties is eligible for consideration by the hearing

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officers in deliberation and final decision.

All parties have the opportunity to review all available relevant information to be presented in the hearing in order that they may fully prepare their case. In order for that review to happen, all relevant records and exhibits must be submitted to the hearing moderator at least five (5) business days prior to the hearing.

Questions

During the hearing, questions will be asked by the hearing officers, and the advisors of both parties. Questions may be directed to all parties and witnesses. Questions must be relevant, meaning they must be appropriate for consideration and determination of whether it is more likely than not, or less likely than so that the alleged misconduct took place. Questions that are deemed to be irrelevant by the hearing officers will not be permitted to move forward for response. Questions may be considered irrelevant if they are related to unrelated history of behavior or sexual predisposition.

In order that the hearing officers may review anticipated questions to determine relevance, all parties are encouraged, but not compelled, to submit anticipated question at least three (3) business days in advance of the hearing. Submission of questions will in no way prohibit additional questions or follow up questions from being posed during the actual hearing. All questions not submitted in advance and posed during the hearing will be subject to relevance review by the hearing officers.

Conflicts of Interest and Bias

Sexual Misconduct Process Personnel should be free of conflict of interest and/or bias. If a party feels that any personnel are influenced by a conflict of interest or bias at any time throughout the investigation, hearing, or appeal process, that party should notify the Title IX Coordinator immediately so that a review can take place. The Title IX Coordinator may determine whether there is a conflict or bias, and if so, a change in personnel may occur.

Challenging Impartiality in a Sexual Misconduct Hearing

Any party may challenge the impartiality of any hearing officer. The challenge must be submitted in writing to the hearing moderator and must detail

an actual bias (such as conflict of interest) that would significantly impact their right to a fair and impartial hearing. The challenge must be submitted at least five (5) days prior to the Sexual Misconduct Hearing. The hearing moderator, or their designee, will review the challenge and make a final decision that is not appealable.

Postponements and Absent Parties

Any request to postpone a Sexual Misconduct Hearing must be submitted in writing to the hearing moderator at least three (3) days prior to the hearing. The request must state the reason(s) for the postponement. The hearing moderator, or their designee, will review the request and make a final decision. The University is not required to postpone the Sexual Misconduct Hearing pending the outcome of any civil or criminal case. If a party fails to attend or participate in a scheduled Sexual Misconduct Hearing, the hearing may occur. A party's respective advisor may attend and ask questions in their absence.

Failure to Attend

If a party fails to attend or participate in a scheduled Sexual Misconduct Hearing, the hearing may occur. A party's respective advisor may attend and ask questions in their absence.

Like witness testimony, only testimony presented in the hearing that can be questioned by all parties is eligible for consideration by the hearing officers in deliberation and final decision. Hearing officers cannot draw inference of responsibility based solely on any party's failure to attend or participate in the hearing or questioning process.

General Principles of Sexual Misconduct Hearings

The following general principles apply to all Sexual Misconduct Hearings. All parties, and their respective advisors, will receive information that outlines the Sexual Misconduct Hearing proceedings prior to the hearing.

1. Sexual Misconduct Hearings are private and will be closed to spectators.
2. The standard of proof is the preponderance of the evidence (more likely than not). The finding of responsible or not responsible on the charges is solely based on the information presented and questioned by all parties in a Sexual Misconduct Hearing.
3. Sexual Misconduct Hearings in all parts,

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including questioning of all parties and witnesses must be conducted directly, orally, and in real time. Hearing proceedings may be conducted in person, via closed circuit television system, via Zoom, or another similar platform. Regardless of how proceedings are conducted, whichever technology used will enable all participants to simultaneously hear and see each other.

4. Questioning will be performed by each respective party's advisor and never by either party themselves.
5. Sexual Misconduct Hearings, excluding deliberations, will be recorded by audio or video. The hearing may only be recorded by the University and the recording will be the property of the University. Recording or transcript will be made available to either party at their request for inspection and review.
6. Community Standards Hearings are not subject to the Federal Rules of Evidence or other procedures governing criminal and civil court proceedings.
7. All parties have the opportunity to present relevant information including witnesses of their choosing.
8. No irrelevant information, including character statements, will be discussed or considered in the hearing.
9. Questions and evidence about the complainant's sexual predisposition or prior sexual behavior are only relevant in the following circumstance:
 - a. Such questions and evidence about the complainant's prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or
 - b. The questions and evidence concern specific incidents of the complainant's prior sexual behavior with respect to the respondent and are offered to prove consent.
10. The hearing officers have the discretion to limit the number of witnesses whose testimony maybe redundant or not in dispute.
11. The hearing officers may limit the length of testimony and may provide advice regarding the scope, direction or tone of questioning.

12. Prior student conduct may only be considered in determining appropriate outcomes.
13. Parties will receive written notice of the formal hearing outcome within five (5) business days of the Sexual Misconduct Hearing. The hearing outcome will include the determination regarding responsibility, outcomes (as applicable), and information regarding right to and process regarding appeal.

Administrative Fee for Formal Hearings

The administration of the Community Standards process is time intensive and involves the reallocation of community resources to address alleged misconduct. As a measure of community restoration, respondents who are found responsible for violating university policies outlined in this Handbook as a result of a Community Standards Hearing will be assessed an Administrative Hearing Fee of \$50.00. Proceeds from the Administrative Hearing Fee will be utilized to advance the student community through education and programming.

Appeals

Following the hearing and decision of the Hearing Officer, the Complainant and Respondent have the right to request an appeal of the findings or results of the hearing to the Associate Vice President/Dean of Students, or their designee. Such appeal requests must be filed in writing no later than five (5) business days after the written results of the hearing are sent to the student.

A Complainant or Respondent may request to appeal the decision in the following circumstances:

1. When community standards outcomes of university probation, suspension, expulsion, denial of privileges, removal from housing, or termination are imposed; or
2. When decisions include finding(s) of no violation/not responsible.

A request for appeal may be based only on the following grounds:

1. A procedural error occurred that significantly impacted the outcome of the hearing, such as substantiated bias, conflict of interest, or a material deviation from established procedures; or
2. The outcomes imposed are grossly

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disproportionate to the offense (including any consideration of the student's prior offenses); or

3. New information not presented during the hearing exists:
 - a. The Appeal Officer may consider new evidence, but only if that evidence was unavailable during the original hearing and if it could substantially impact the original decision or sanction; and
 - b. A summary of this new evidence and its potential impact must be included in the appeal and submitted by the appeal deadline indicated previously.

The Associate Vice President/Dean of Students, or their designee, will review the request for appeal to determine if the appeal request has merit.

- If no merit exists, the AVP/DOS will communicate the decision to the appealing party.
- If it is determined that the request has merit, the AVP/DOS will serve as the appellate officer or, will assign a designated appellate officer to review the appeal.

The Appellate Officer will only review the written appeal request, the case file, including the audio/video recording of the hearing, and written findings of the Hearing Officer. Under normal circumstances, imposition of outcomes will be suspended pending the review of the appeal request. However, the Associate Vice President/Dean of Students, or their designee, may impose the outcomes immediately while considering the appeal if there is a substantial safety risk to members of the University community. Determination of whether there is a substantial safety risk to members of the University community is made at the sole discretion of the AVP/DOS or designee.

The Appellate Officer may elect to uphold the decision, void the decision, alter the outcomes (lessen or increase), or return the case for a new hearing. Except in extraordinary circumstances as permitted by the Associate Vice President/Dean of Students, or their designee, appeals will be resolved within ten (10) business days following receipt of the request for appeal. The decision of the Appellate Officer in all appeal reviews will be final.

Disciplinary Records Maintenance and Retention

Responsibility for the maintenance, storage, and release of student records related to disciplinary proceedings rests with the Provost, or their designee, in accordance with the University's Family Educational Rights and Privacy Act Policy. In certain situations, University staff or faculty may be informed of disciplinary activity as it relates to the educational process of a particular student. The appropriateness of notifying athletic coaches, parents, faculty, staff, and advisor(s) will be determined by the Provost, or their designee.

Furthermore, since an important part of the discipline process involves emphasizing a student's responsibility for their behavior, student disciplinary records will remain on file for the entire length of the student's enrollment at the University. Some records may remain on file longer than a student's enrollment to comply with Federal, state, and local laws. Disciplinary records that involve community standards outcomes of suspension or expulsion will remain on file indefinitely.

Maintenance

1. Student and student organization community standards records are maintained in the Office of Student Affairs.
2. All community standards records resulting in alleged violations will be kept in compliance with university policy, but not for less than seven (7) years from the date of the last incident that the respondent or student organization was involved in that resulted in community standards violations.
3. If a student is suspended or expelled, a record of a violation of University regulations and/or policies will be permanently maintained in the student's or student organization's conduct file in the Office of Student Affairs and a record of separation may be maintained in the Office of Academic Records and Registration.
4. Student Affairs maintains all student conduct records in accordance with the Family Education Rights and Privacy Act (FERPA). Student Affairs will abide by all laws requiring privacy with regard to the Community Standards Process. In addition, as FERPA does not protect the names of students found

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responsible for crimes of violence, including forcible sex offenses, or an alleged perpetrator of a non-forcible sex offense when the allegations support a finding that a student has committed a violation of the University's rules or policies, the University may be required to release that information as required by law.

5. A student may choose to sign a release form granting Student Affairs staff permission to discuss/release information related to the Student's disciplinary file with any individual that the student designates. This form is available in Student Affairs or can be obtained by emailing studentaffairs@regis.edu. Although this form may provide access to information to a third party, the student remains the primary responsible party for compliance.
6. Any agency (educational or otherwise) requesting conduct information about a current or former University student is required to submit the request in writing. Those requests must include the signature of the student granting the release of information related to the student's community standards record.
7. Transcripts of recorded hearings will not be prepared or provided by the University. In cases of external legal review that may require a transcript of a recorded hearing, the student or advisor may contact the Office of Legal Affairs to arrange for the preparation of the written transcript by a court reporting service on the student's behalf and at the expense of the requestor. The court reporting service will provide the transcript to the Office of Legal Affairs, which will perform a confidentiality review of the transcript and redact any confidential or exempt information pursuant to state or federal law. The requestor will be responsible for the cost of the transcript preparation and confidentiality review.

Disciplinary Record Expungement

Record expungement allows a student conduct record on file with Student Affairs to be sealed after a period of time. This includes all information related to the student's documentation, investigation, hearing, and disposition. In general, when

completing background check inquiries, expunged records will not be reported as an incident when the student was found responsible. The student will not need to report the record based on the language/ definitions of the requesting institution or agency in a background check that the incident ever occurred. The record will still be used for federal, state, and local University reporting requirements but will not be associated with the student name or student ID.

Eligibility:

A request for expungement will be available for consideration if:

1. One year from the date of graduation has passed, and
2. All assigned outcomes have been successfully completed, and
3. An expungement has not been previously granted, and
4. The conduct violation (s) did not:
 - a. Cause personal Injury.
 - b. Cause significant property damage.
 - c. Include a drug violation that could qualify as a felony charge in the legal system.
 - d. Disrupt the orderly operation of the University.
 - e. Violate the weapons or hazardous materials policies of the University.
 - f. Violate the Sexual Misconduct and Non-discrimination Policy.
 - g. Violate the Abusive Conduct Policy.
 - h. Result in Suspension or expulsion.

Expungement Petition Requirements

A student meeting the eligibility requirements must submit their petition to the Associate Vice President/Dean of Students, or their designee. The student must submit a signed statement explaining the justification for the request, a description of what occurred in the conduct incident, and what they learned from the incident. The statement must also include:

1. Student's name
2. University identification number
3. E-mail address

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4. Phone number
5. Date of incident

Process

The Associate Vice President/Dean of Students, or their designee, will review the statement, the conduct record, and any other pertinent information they choose to request and/or consider. The decision is at the sole discretion of the Associate Vice President/Dean of Students, or their designee. The student will receive written notice regarding their petition within ten (10) business days of receipt of petition. The decision of the Associate Vice President/Dean of Students, or their designee, regarding the expungement of the conduct record is final and not appealable.

Good Samaritan/Amnesty Policy

In the spirit of “cura personalis”, the University strives to create an atmosphere that supports the holistic development of its students. Students at the University may be reluctant to seek assistance for others in instances of alcohol or drug impairment, out of fear that the reporting and/or impaired person would face disciplinary action from the University. The University seeks to remove this barrier, which may prevent students from seeking the medical attention that might be needed, by creating a Good Samaritan/Amnesty Policy. In order to promote an ethic of shared responsibility, bystander intervention, and community support, the University encourages students to support others by calling for assistance in instances of excessive alcohol and/or drug use.

In a situation involving imminent danger to the health and safety of a student needing help/impaired student, any reporting student is required to take the following steps:

1. Contact Campus Safety (303-458-4122), the Residence Hall Front Desk, or 911 to report the incident and to seek assistance.
2. Remain with the student needing help/impaired student requiring emergency treatment and cooperate with emergency officials as long as it is safe to do so.

The Reporting Student/Good Samaritan:

- This policy means that no community standards action will be applied to the reporting student

for their conduct during the incident in which they reported a student needing help/impaired student who was in imminent danger as the result of alcohol/drug intoxication.

- The reporting student will be required to meet with the Director for Community Standards and Care to provide appropriate University documentation about the incident.

The Student Needing Help/Impaired Student:

- The student needing help/impaired student will be required to meet with the Director for Community Standards and Care to provide the appropriate University documentation about the incident.
- Under this policy, the community standards action normally taken for the incident’s offense will be deferred. However, if the same impaired individual is held accountable for a repeat violation of the alcohol or drug policy, prior to the completion of the substance use psychoeducational intervention, the deferred community standards action may be reinstated and added on to the appropriate outcome. For example, if a student receives the benefits of this Amnesty policy for intoxication and the following weekend is found in violation of the alcohol policy again, this student may receive disciplinary action from both incidents.
- While the student needing help/impaired student may be granted a deferment from community standards action, the student will be required to meet with either the University’s Office of Counseling, its Center for Counseling and Family Therapy, or an approved off-campus counseling provider to participate in a substance use workshop and/or individual follow up sessions and to comply with any therapeutic and/or educational recommendations (i.e., counseling, outpatient/inpatient care). If the student fails to complete this psychoeducational intervention, further community standards action can be taken by the University.
- The University continues to reserve the right to notify parents as per the Parental Notification policy included earlier in this Code.

This Good Samaritan/Amnesty policy applies only to those students who seek medical attention for a drug or alcohol impairment and does not apply to

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individuals experiencing an alcohol or drug related impairment that is found by a University Official.

The Good Samaritan/Amnesty Policy does not excuse or protect students who repeatedly violate the University's Student Code of Conduct, in which case the University reserves the right to take community standards action on a case-by-case basis. Good Samaritans are also encouraged to take positive action by notifying University Officials regarding other behaviors observed, including but not limited to, interpersonal violence, vandalism, or other violations of the Student Code of Conduct.

Regardless of help seeking behavior, students will be held accountable for prohibited conduct accompanying or incidental to the use and/or abuse of alcohol or other substances. For example, violations related to disorderly behavior, harm to self, property damage, or distribution of controlled substances will be treated as community standards violations and responded to accordingly.

The University provides amnesty to victims of certain code of conduct violations 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. It is in the best interests of this community that as many victims as possible choose to report to University officials. Accordingly, to encourage reporting the University reserves the right to offer victims of significant violations of this Code of Conduct, such as acts of violence, incidents causing physical harm, or theft of another's property, amnesty from minor policy violations related to the incident. Educational options will be explored, but no official community standards process will result.

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The following actions or any attempt to engage in such actions constitute misconduct for which students/organizations may be referred to the student conduct process:

1.0 Abuse of or Interference with the Community

Standards Process: Abuse of or interference with, or failure to comply with University processes in the community standards process, including, but not limited to:

A. Falsification, distortion, or misrepresentation of information;

B. Attempting to or failure to provide, destroying, and/or concealing information during an investigation of an alleged Student Code of Conduct violation;

C. Attempting to discourage an individual's proper participation in, or use of, the community standards process;

D. Harassment (verbal, physical, or virtual) and/or intimidation of a member of a community standard process prior to, during, and/or following a student conduct proceeding;

E. Influencing, or attempting to influence, another person to commit an abuse of the community standards process.

F. Failure to appear at University community standards proceedings when required, unless excused by Community Standards and Care or pursuant to exclusions from participation afforded by the Student Code of Conduct.

1.1 Involvement in a University Violation:

Presence during any violation of the Student Code of Conduct and/or the University Policies for Student Life in such a way as to condone, support, or encourage that violation will constitute involvement in that specific violation(s) and may lead to inclusion in the Community Standards process as it relates to that violation. Students who anticipate or observe a violation of University policy are expected to remove themselves from involvement and are encouraged to report the violation.

2.0 Abusive Conduct: Any use of words or acts that intend to or cause physical injury, harass, threaten, intimidate, or coerce any individual, or interfere with any individual's

rightful actions, including but not limited to the following:

2.1 Assault: Words or actions that would cause an individual to reasonably fear for their immediate safety. Words can constitute assault when they are accompanied by the ability to inflict immediate harm.

2.2 Injurious Behavior: Intentional touching or striking of an individual(s) against their will, or any action causing or attempting to cause potential damage, injury, or harm. This includes, but is not limited to, punching, slapping, scratching, or striking another with one's own body or with any object.

2.3 Reckless Injurious Behavior: Unintentional touching or striking of an individual(s) against their will, or any action causing or attempting to cause potential damage, injury, or harm that is with conscious disregard for consequences.

2.4 Harm to Self: Deliberate behavior that threatens or causes harm to the health, well-being, or safety of the individual student or that evidences an inability to function safely and independently within the University community.

2.5 Health and/or Safety Hazards: Creating health and/or safety hazards, including, but not limited to, dangerous horseplay or pranks, throwing any object out of a window, hanging out of or climbing from/on/in windows, balconies, roofs, etc.

2.6 Threats of Violence: A threat by word and/or action to do violence to an individual or group of individuals.

2.7 Harassment: Conduct, not of a sexual nature, (including but not limited to physical, verbal, graphic, written, or virtual) that is sufficiently severe, pervasive, or persistent so as to threaten individual(s) or limit their ability to work, study, or participate in the activities of the University.

2.8 Hazing: Hazing includes the following willful acts, with or without the consent of the individual involved: physical injury; assault or battery; kidnapping or imprisonment; physical activity that knowingly or recklessly subjects a person or persons to an unreasonable risk of physical harm or to severe mental or emotional harm; degradation, humiliation, or

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compromising of moral or religious values; forced consumption of any substance; placing an individual in physical danger, which includes abandonment; and undue interference with academic endeavors. Acts of hazing only include those acts which are done for the purpose of pledging, being initiated into, affiliating with, participating in, holding office in or maintaining membership in any organization. Acts of hazing include acts inflicted by an individual onto one or more people.

A. Soliciting and/or coercing any individual to commit or be actively involved in the planning of any act of hazing.

B. Having knowledge of or being witness to any act of hazing without reporting to appropriate University Official(s).

2.9 Bullying and Cyberbullying: Repeated and/or severe aggressive behaviors that intimidate or intentionally harm or attempt to control another person physically or emotionally and are not protected by freedom of expression.

2.10 Recording and/or Distribution of Audio/ Visual Material Without Consent: Making, attempting to make, sharing, or distributing an audio or video, or photographic recording of any person(s) without the knowledge and consent of all participants subject to such recordings, in locations where there is a reasonable expectation of privacy, and when the action is likely to cause injury, distress, embarrass, harass or damage to one's reputation. Students are not permitted to install or use any recording devices in any property owned, operated or leased by the University.

2.11 Retaliation: Words or action(s) taken against an individual because of the individual's participation in a protected activity that would discourage a reasonable person from engaging in a protected activity. Retaliation may include intimidation, threats, coercion, physical harm and/or adverse employment or educational actions. Protected activity includes an individual's participation in the reporting, investigation and/or resolution of an alleged violation of the Student Code of Conduct. Additionally, protected activity includes an individual's opposition to policies, practices

and/or actions that the individual reasonably believes are in violation of the Student Code of Conduct. Retaliation may be found even when an underlying report made in good faith was not substantiated.

2.12 Stalking: Repeatedly contacting another person when the contact is unwanted. Additionally, the conduct may cause the other person reasonable apprehension of imminent physical harm or cause substantial impairment of the other person's ability to perform the activities of daily life. Contact includes but is not limited to communicating with (either in person, by phone, or by computer) or remaining in the physical presence of the other person.

2.13 Sex and/or Gender-based Abusive Conduct: The University prohibits any conduct including but not limited to, sexual harassment, nonconsensual sexual contact, non-consensual sexual penetration, sexual exploitation, intimate partner violence, dating violence, stalking and/or retaliation. Violations of this policy may be pursued as a matter of community standards if, and/or when, the conduct occurs off-campus, outside of the United States or is otherwise is not subject to the University's Nondiscrimination, Sexual Misconduct, and Retaliation Policy.

2.14 Bias-Motivated Abusive Conduct: Engaging in bias-motivated behavior toward other university community members. A bias-motivated act or behavior is one that:

A. Intimidates, demeans, mocks, degrades, marginalizes and/or threatens an individual or group; and/or

B. Is reasonably believed to be motivated by prejudice or bias against actual or perceived race, ethnicity, color, creed, religion, age, sex, gender identity or expression, sexual orientation, national origin, citizenship status, veteran status, marital or parental status, pregnancy, disability, genetic information or any classification protected by law or Regis University policy.

C. A bias-motivated incident may or may not meet the definition of a crime, harassment or discrimination or otherwise violate University policy.

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2.15 Violation of Speech and Expression Policy:

Freedom of speech and expression are not without limits. University policies regarding the time, place and manner of speech and of expression ensure that the University can carry on its ordinary activities. The University may also restrict speech or expression that breaks the law, constitutes an immediate threat, incites violence, damages or defaces University property, violates University policies or codes of conduct or is otherwise directly incompatible with the safety of the community, the functioning of the University, or the University's mission or Jesuit Catholic character.

3.0 Misuse of Alcohol: Each student is expected to comply with the alcohol regulations of the State of Colorado and the University. Members of the University community are accountable for their decisions regarding the use of alcohol as well as behavior that occurs as a result of these decisions. All state and international laws apply to Regis University students. Please refer to the complete University Alcohol and Drugs Policy, also found in this handbook, for additional information.

3.1 Intoxication by Alcohol: Any alcohol related behavior that threatens or causes harm to the health, well-being or safety of the student or that evidences an inability to function safely and independently within the University community (even if the student is of legal drinking age in the State of Colorado).

3.2 Sale or Intent to Sell: Unlawful sale or intent to sell, distribute or manufacturing of alcohol.

3.3 Providing to Person not of Legal Age: Hosting an event or gathering at which underage consumption of alcohol may or has occurred or otherwise providing alcoholic beverages to underage person(s).

3.4 Possession and/or Consumption:

Unauthorized possession, use of alcoholic beverages regardless of age. Underage possession or use of alcoholic beverages at any time. The possession of alcoholic beverages that are otherwise prohibited as outlined in the Alcohol and Drugs Policy.

3.5 Possession of Large Quantity and/or Common Source Alcohol: Use and/or

possession of devices or methods with the intent to use or designed for rapid, excessive or common source (greater than is reasonable for an individual) consumption of alcohol, including but not limited to funnels, ice luges, beer bong, kegs, party balls, coolers, drinking games and/or other common source containers/modes of consumption.

3.6 Operation of Vehicle: Control or operation of any mode of transportation while impaired by alcohol.

3.7 Public Consumption/Intoxication: Public consumption and/or intoxication of alcohol contrary to University policy or local ordinance.

3.8 Knowing Presence: Being knowingly present in an area of a University building or other Property owned, operated, or leased by the University where alcohol is being illegitimately used or is present without authorization of the University. This includes presence of an alcoholic beverage container, whether empty, full, or partially full, in any University Property unless otherwise authorized.

3.9 Attending a class, organizational or University event while under the influence of Alcohol.

3.10 Violation of other University alcohol policies, as outlined in the University Alcohol and other Drug Policy.

4.0 Misuse of Controlled Substances and/or Illegal Drugs: The illegal use and/or possession of any controlled substance is strictly prohibited by the University. The illegal use of controlled substances is incompatible with the goals of the academic community. Illegally possessing, using, manufacturing, possessing with intent to manufacture, selling, dispensing or distributing any substance controlled under state or federal law is prohibited. Possession of used or unused drug paraphernalia is also prohibited. Additionally, misusing and abusing medications or prescribed medications (controlled under state or federal law) is prohibited. Community Standards Outcomes may be increased based on type of drug(s) addressed in violation based on severity, as outlined by the federal schedule of Illegal and Controlled Substances, and

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students may be suspended or dismissed from the university for a first offense. Students who are also university employees are also subject to employee discipline. Please refer to the complete University Alcohol and Drugs Policy for additional information.

- 4.1 Misuse or illegal possession of a regulated or controlled substance:** Unauthorized possession and/or use of any illegal or controlled substances. This includes medical marijuana, edibles, concentrates and synthetic cannabinoids.
- 4.2 Manufacturing, distributing, selling, or attempting to obtain any controlled substance:** Actual or intended sale or intent to sell, distribute, manufacture or obtain any illegal or controlled substances as prohibited by federal and state law. This includes use of mail or other similar post for purposes of distribution for sale or for gift.
- 4.3 Un-prescribed use, possession, distribution, selling or attempting to obtain any prescription drug:** Actual or intended sale or intent to sell, distribute or manufacture, use or obtain any illegal, controlled, or prescription drug (one's own or another's) prohibited by federal and state law.
- 4.4 Possession of Paraphernalia:** Possession of paraphernalia used for the consumption and/or use of drugs that may include, but not limited to, bong, hookahs, rolling papers, torches, baggies, scales, grinders, vaporizers and pipes.
- 4.5 Knowingly misusing, inhaling or ingesting a substance (e.g. nitrous oxide, glue, paint, etc.) that may alter one's mental state.**
- 4.6 Operation of Vehicle:** Control or operation of any mode of transportation while under the influence of illegal and/or controlled substances.
- 4.7 Knowing Presence:** Being knowingly present in an area of a University building or other Property owned, operated or leased by the University where such controlled substances and/or illegal drugs are being illegitimately used or are present.
- 4.8 Attending a class, organizational, or University event while under the influence of controlled substances and/or illegal drugs.**

4.9 Violation of other University Drug Policies, as outlined in the University Policy on Alcohol and other Drugs.

5.0 Smoking: Smoking, or use of any smoke producing products, in University vehicles and/or buildings, or within twenty five (25) feet of all University residential building entrances, exits, air intakes and operable windows. This includes cigarettes, e-cigarettes, cigars, pipes, hookahs, vaporizers, bong, etc.

6.0 Damage or Destruction: Damage and/or destruction of Property owned, operated and leased by the University and/or property owned by another person/organization is prohibited. Littering or dumping trash on University grounds or common areas is likewise prohibited.

7.0 Disorderly or Disruptive Conduct: Engaging in conduct that results in the substantial disruption of University operations, including without limitation, blocking of entrances and egresses, obstruction of teaching/learning, research, administration or other University activities, and/or other authorized non-University activities which occur on campus.

8.0 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 identify oneself to these persons when requested to do so, failure to keep or attend a required meeting, failure to leave an area when requested to do so by a University official. Verbally threatening, abusing or harassing any of the above persons while in the performance of their duties. Upon the request of the questioned student, University officials must identify themselves and state the source of their authority.

9.0 Failure to Observe Rules and Regulations: Failure to observe rules and regulations issued by the University, including all publications and notices pertaining to student life and student services.

10.0 Fire and Life Safety: Violation of University, local, state and federal fire and life safety policies.

10.1 Misuse of Fire Equipment: Misuse of firefighting equipment, including tampering

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with, removing or discharging a fire extinguisher or any other fire emergency equipment except when there is an emergent need for such equipment.

10.2 Unauthorized Burning:

Unauthorized burning of any material in any property owned, operated or leased by the University, including arson.

10.3 Disregard of Fire Alarm Signals:

The disregard of a fire alarm signals or refusal to evacuate a building or a section of a building when a fire alarm is sounding.

10.4 Tampering with Fire Safety Equipment:

Tampering with detection or suppression equipment, including deliberately initiating false alarm or creating conditions that result in a false alarm, or any tampering that would cause a malfunction or non-function. Such action may result in a local ordinance related fines in addition to Community Standards action.

10.5 Intentionally or recklessly causing a Fire:

Intentionally or recklessly causing a fire which damages property owned, operated, or leased by the University and/or the property of others, or which causes personal injury.

10.6 Intentionally initiating or causing a false report:

Intentionally initiating or causing any false report, warning, or threat of fire, explosion, or other emergency.

10.7 Intentionally or recklessly misusing or damaging Fire and Life Safety equipment:

Intentionally or recklessly misusing or damaging fire or life safety equipment including, but not limited to: security cameras, telephone lines, safety signs and automatic emergency defibrillators (AEDs). This includes hanging any item on sprinkler heads, covering or otherwise tampering with smoke detection devices, etc.

10.8 Propping, blocking or misuse of entrance or exit doors:

Propping, blocking or misuse of entrance or exit doors while on University Property.

10.9 Possession and/or use of unauthorized combustible devices and/or Hazardous Materials:

Unauthorized possession or use of fireworks, explosives, torches or other hazardous materials including those that could pose a health risk. This includes chemicals that

when combined with other substances could be hazardous or present a danger to others.

11.0 Possessing/Providing False and/or Misleading Information

11.1 Furnishing False Information: Furnishing false information to University Officials or law enforcement officers acting within the scope of their job duties.

11.2 Forgery: Forgery, alteration or misuse of University documents and/or records.

11.3 Fraud: Any attempts to obtain any item of value under false pretenses or falsifications.

11.4 Possession, Use and/or Attempted Use of False Identification:

The unauthorized possession, use, or attempted use of another's University identification, government issue identification or other identification documents.

11.5 Manufacture, Distribution and Sale of False Identification:

Manufacture, distribution or sale of false identification or intent to manufacture, distribute or sell false identification. This includes University identification, Government Issued identification or other identification documents, etc.

11.6 Transferring, lending, borrowing, unauthorized use and/or altering of University Identification:

Use of University identification by any person other than the intended user in order to gain access, purchase goods, provide identification, etc.

11.7 Providing false testimony or evidence in a University Community Standards proceeding:

Giving false testimony or other false evidence as part of a university community standards investigation or adjudication proceeding.

11.8 Intentional False Reporting of a University Violation:

Intentionally filing and/or reporting a violation of University policy to create an adverse experience for another member of the University community, or that unnecessarily uses University resources designed to ensure community safety and security.

12.0 Lewd Behavior

12.1 Lewd Acts: Engaging in lewd, indecent, or obscene behavior and/or speech.

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12.2 Public Urination or Nudity: Any act or attempted act of public nudity, including but not limited to streaking, mooning, topless exposure and urinating in public regardless of gender identity or expression.

13.0 Misuse of University Property

13.1 Tampering with University Equipment:

Tampering with, or intent to tamper with, University equipment, including but not limited to any elevator, wiring, plumbing, doors, locking mechanisms or other University equipment without prior authority from the appropriate university official. Tampering with equipment so as to endanger oneself or others may result in serious community standards action for a first offense

13.2 Unauthorized Entry: Misuse of access privileges, or intent to misuse, University Property or unauthorized entry to or use of University buildings or other property, including trespassing, propping or unauthorized use of alarmed doors for entry into or exit from a University building.

14.0 Improper Use of Technology: Improper use of technology hardware or software including but not limited to computers, e-mail, cell phones, video cameras and drones and/or otherwise failing to comply with the University Responsible Use of University Technology Resources policy.

15.0 Theft: Intentional and unauthorized taking of University property or the personal property of another, including goods, services and other valuables. Attempting to take University property or the personal property of another. Knowingly taking or maintaining possession of stolen property or taking University property out of its designated area without proper authorization.

16.0 Visitation/Guests: Students or organizations will be held responsible for the conduct of their guests. Students or organizations who invite guests to campus and the residence halls are expected to inform them of all university rules and regulations. Refer to the housing contract and Housing and Dining Community Policies for additional information regarding residence hall visitation rules and regulations.

17.0 Violation of Residence Hall Policies:

Actions which disrupt, disturb, or otherwise prevent the orderly conduct of the residence halls and residence hall living, including, but not limited to, violations of Residence Hall policies and procedures pertaining to quiet hours, community expectations, cohabitation, smoking, guests, personal trash and fire safety.

18.0 Violation of University Policies: Violations of University regulations or policies or University agreements.

19.0 Violation of the Law: Evidence of violation of local, state or federal laws, when substantiated through the University's community standards process.

20.0 Violation of Community Standards

Outcomes: Knowingly violating the terms of any Community Standards Outcome imposed in accordance with the Student Code of Conduct or failing to fulfill all conditions that are imposed as part of an assigned outcome.

21.0 Weapons: Possession and/or use of items that inflict harm, or are perceived to be able to inflict harm, firearms, explosives, fireworks or other objects designed and/or used to inflict injury or damage (collectively "Weapon") is prohibited in or on Property owned, operated, or leased and/or at University sponsored activities without the express permission of the University. This includes dangerous objects, including, but not limited to, arrows, axes, machetes, nun chucks, throwing stars or knives with a blade of longer than three and one half inches. Also prohibited is the storage of any item that falls within the category of a weapon in a vehicle parked on University Property. See the University Weapons on Campus Policy.

Community Standards Outcomes

The community standards process at the University is intended to be a developmental process by which students can simultaneously learn and be held accountable for their choices; it exists to protect the interests of the community and to challenge those whose behavior is not in accordance with University policies. Community Standards Outcomes 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

SECTION FOUR

COMMUNITY STANDARDS: PROHIBITED CONDUCT

their behavior to community expectations, the community standards process may determine that the student should no longer share in the privilege of participating in this community.

Authority for determining and imposing Community Standards Outcomes, requirements, or conditions ultimately rests with the Provost, or their designee (s) carrying out the Community Standards Process. In using the established guidelines, the Hearing Officer should give primary consideration to the seriousness of the offense and the prior disciplinary record of the student which will only be viewed after a determination of responsibility is made.

Community Standards Outcomes may affect a student's employment with the University.

One or more of the following Community Standards Outcomes may be imposed upon any student for a finding or admission of responsibility of any single violation of the *Student Code of Conduct*.

Formal Warning:

An official notice that the student's actions have violated University policies and are, therefore deemed inappropriate. Further violations may result in more severe conduct action should the student be involved in other violations while a student at the University.

University Probation:

An official notice that should further violations of University policies occur during a specified probationary period of time the student may be considered for suspension or expulsion from the University. Regular probationary meetings may also be imposed at the discretion of the University.

Deferred Outcome:

In some cases, a sanction of suspension, expulsion or denial of privilege may be deferred for a specified period of time. In cases where the student is found responsible for any violation during their deferred period, they will be subject to the sanction previously deferred without further review in addition to the community standards action appropriate to the new violation. For students involved in serious misconduct, the conferring of academic degree may be deferred during the duration of the sanction.

Suspension:

Separation from the University for a specified

minimum period of time, after which the student is eligible to return after clearance from the AVP/DOS, or their designee. Eligibility for return may be contingent upon satisfaction of specific conditions noted at the time of suspension. Upon suspension, the student is required to vacate the campus within 24 hours of notification, though this deadline may be extended upon application to, and at the discretion of the AVP/DOS, or their designee. During the suspension period, the student is banned from University Property, functions, events and activities without prior written approval from the AVP/DOS, or designee.

Expulsion:

Permanent separation from the University. The student is required to vacate the campus immediately upon notification, though this deadline may be extended upon application to, and at the discretion of the AVP/DOS, or their designee. The student is banned from University Property and the student's presence at any University sponsored activity or event is prohibited. If the decision to expel a student is made, imposition of the expulsion may be delayed until the following semester at the discretion of the University. Expulsions effective for the subsequent semester will be effective immediately following the conclusion of the current semester. However, if the hearing officer feels that the health and safety of the student or the university community is at risk, the expulsion may be effective immediately.

Removal from Housing:

Removal from University housing for a specified period of time, after which the student may be eligible to return. Conditions for their return to housing may be specified by the hearing officer in conjunction with the Director of Housing and Residential Engagement (HRE). Under this sanction, a student is required to vacate University housing within twenty-four (24) hours of notification of the action, though this deadline may be extended upon application to, and at the discretion of, the Director of HRE. This sanction may include restrictions on visitation to specified University housing buildings or all University housing during the suspension. *Furthermore, students removed from housing under this sanction are not entitled to a refund of their housing or meal plan charges nor does it absolve them from the first- and second-year living requirement financially.*

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COMMUNITY STANDARDS: PROHIBITED CONDUCT

Loss of Privileges or Associations:

The student will be denied specified privileges for a designated period of time, including, but not limited to, restrictions on accessing certain university facilities, participation in campus activities/athletic events, participation in campus organizations and/or sport teams, campus presence, residence hall visitation, revocation parking privileges or contact with individuals or groups on campus.

No Contact Directive:

Official directive requiring a student refrain from contacting another individual or group of individuals. Prohibited contact includes communication by telephone, in writing, electronically, by third party or in person both on and off campus.

Behavioral Requirement:

This includes required activities, including, but not limited to, obtaining academic counseling, substance abuse assessment, behavioral assessment, counseling, etc.

Educational Requirement:

Requirement to attend, complete, present, and/or participate in a program or assignment that is educational, developmental and/or reflective in nature. It may also be a requirement to sponsor or assist with a program for others on campus to aid them in learning about a specific topic or issue related to the violation for which the student or organization was found responsible.

Restitution:

Compensation for damage caused to the University's or any other person's property. This could include, among other things, situations such as failure to return a reserved space to its original, proper condition.

Additional Items Related to Outcomes

Bias-Motivated Incidents and Outcomes

If in the commission of a violation of the Student Code of Conduct, the complainant or a group is intentionally selected because of the actual or perceived race, gender, religion, sexual orientation, gender identity, citizenship, ethnicity or disability of the targeted individual or group, then the Hearing

Officer will treat the behavior as an aggravated offense and impose a more elevated outcome than would be imposed in the absence of such motivation. This sanction enhancement will not apply in cases in which protected classes are specifically addressed within the language of the policy, such as gender-based violence or stalking.

Interim Action

The Associate Vice President/Dean of Students (AVP/DOS), or their designee, may impose restrictions and/or separate a student from the community pending the completion of an investigation and the scheduling of a hearing on alleged violation(s) of the Student Code of Conduct when: a student represents a threat of serious harm to self or others; is facing allegations of serious criminal activity; to preserve the integrity of an investigation; to preserve University property and/or to prevent disruption of, or interference with, the normal operations of the University. Interim actions can include separation from the University or restrictions on participation in the community, pending the completion of an investigation and the scheduling of a hearing on alleged violation(s) of the Student Code of Conduct.

A student who receives an interim suspension may request a meeting with the AVP/DOS to demonstrate why an interim suspension is not merited. The AVP/DOS shall determine whether such a meeting will be conducted, and if so, may elect to have a designee conduct such a meeting and render a decision. Regardless of the outcome of this meeting, the University may still proceed with the scheduling of a community standards hearing.

During an interim suspension, a student may be denied access to University Housing and/or the University campus/facilities/events. As determined appropriate by the AVP/DOS, or their designee, this restriction may include classes and/or all other University activities or privileges for which the student might otherwise be eligible. At the discretion of the AVP/DOS, or their designee, and with the approval of, and in collaboration with, the appropriate Academic Dean(s), alternative coursework options may be pursued to ensure as minimal an academic impact as possible on the Respondent.

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COMMUNITY STANDARDS: PROHIBITED CONDUCT

Summary Sanctions

Suspension of a student and exclusion from University property may be imposed without the hearing procedure outlined in the Student Code of Conduct. The AVP/DOS, or designee, may take this action if satisfied that serious misconduct has occurred and/or that the student's continued presence on the campus presents unreasonable risk of danger to self and/or to the University community. A student so sanctioned must leave the campus immediately. Students may have other sanctions imposed on a summary basis if the AVP/DOS, or designee, is satisfied that misconduct has occurred and/or that the student's continued presence on University Property or participation in University activities may be disruptive to the University community. Such sanctions may include, but are not limited to, suspension from a campus position, a prohibition against participating in a University activity, a prohibition against being present in a residence hall or a restriction against contacting, communicating, or otherwise interfering with the activities or privacy of another member or members of the University community. Following the imposition of any summary sanction, a hearing will be conducted within a reasonable time (seven (7) business days) after a summary sanction is imposed to determine whether the student should be reinstated, and the summary sanction(s) removed, using the general guidelines for hearings set forth in the Student Code of Conduct.

Parental/Family 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 with consent of the student.

Record Flag

Students who have failed to participate in the community standards process as required by the Student Code of Conduct, including not completing the assigned community standards assigned outcomes, may have a record flag placed on their student record, preventing them from class registration. The flag will be removed once the student completes the requirements of the

community standards process. Students who have been sanctioned to suspension will have a record flag, preventing them from class registration, placed on their student record until the period of suspension is completed and all requirements have been completed. In special circumstances, the Provost, or designee, has the discretion to request a special record flag that prevents the student from registering for classes or receiving copies of transcripts.

Review of Expulsion Sanction

In any case where the Hearing Officer renders a decision that includes the sanction of expulsion from the University and the Respondent fails to appeal the decision as allowed under the Appeals section of this Handbook, the Provost has the right, but not the obligation, to review the decision within five (5) business days after the expiration of the Respondent's time for appeal. Such a review will be performed by the Vice President for Student Affairs in the same manner as if the decision had been appealed by the Respondent, using the procedure and criteria in the Appeals section of this Handbook.

Eligibility for Graduation

Students are not eligible for graduation or release of transcripts until the completion of the community standards process and the performance of sanctions. A flag preventing graduation or the release of transcripts will be placed on the student's record until the community standards process is completed (including satisfactory completion of sanctions).

SECTION FIVE

UNIVERSITY POLICIES FOR STUDENT LIFE

As of the Fall of 2020, the University began migrating all university policies to a central Policy database located on our website. You may visit regis.edu/policies for a complete list with links to the most current version of the policy. Included below is a list of select policies that are directly related to student life.

Academic Integrity Policy

Please refer to:

regis.edu/policies/academic-integrity

Alcohol and Drugs Policy

Please refer to:

regis.edu/policies/alcohol-and-drugs-policy

Non-Discrimination, Sexual Misconduct and Retaliation Policy and Procedure

Please refer to:

regis.edu/policies/non-discrimination-sexual-misconduct-retaliation-policy-procedure

Family Educational Rights and Privacy Act (FERPA) Policy

Please refer to:

regis.edu/policies/ferpa

HIPAA Privacy and Security

Please refer to:

regis.edu/policies/hipaa

Posting Policy

Please refer to:

regis.edu/policies/signage-posting-policy

Responsible Use of University Technology Resources

Please refer to:

regis.edu/policies/technology-policy

Skateboard Policy

Please refer to:

regis.edu/policies/skateboard-policy

Speech and Expression

Please refer to:

regis.edu/policies/speech-and-expression-policy

Student Grievance/Complaint

Please refer to:

regis.edu/policies/student-complaints

Policies Regarding Facilities and Campus Property

Littering

Students are expected to refrain from throwing trash and other objects onto the campus grounds. Students in residence halls may not throw trash or other objects out of windows.

Open Fire Pit

The burning of wood or any products other than propane, natural gas or charcoal briquettes in outdoor fireplaces or fire pits is prohibited in the City and County of Denver (including the Regis University Northwest Denver Campus) without the approval of the Environmental Services Division and Fire Prevention and Investigation Division.

A University employee who has agreed to be responsible for oversight of a fire pit event on the Northwest Denver Campus must submit a written request to the Associate Vice President for Physical Plant and Capital Projects a minimum of 45 days prior to the date of the event to allow sufficient time for the City to process the required permits. The AVP for Physical Plant or designee will submit the permit request to the appropriate City and County divisions. The City and County require that the permits be posted on the site and that fire code requirements are met.

Smoking

Smoking, and use of any smoke producing products, is not permitted in University buildings. Smoking is permitted in areas outside of University buildings but is prohibited within twenty five (25) feet of all University residential building entrances, exits, air intakes and operable windows. Smoking, as used in this policy, means smoking any combustible substance, including but not limited to tobacco, cloves or marijuana (note that any use of marijuana in or on University Property or at any University sponsored activity is prohibited see the University's policy on alcohol and drugs for more information). Smoking products include but are not limited to all cigarette products (cigarettes, bidis, kreteks, e-cigarettes, vapor pens, etc.) and all other smoke producing products (cigars, pipes, hookahs, vaporizers, etc.) Improper disposal of smoking products presents a fire hazard and violators can be subject to disciplinary action and/or restitution/ fines.

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UNIVERSITY POLICIES FOR STUDENT LIFE

Policies Regarding Parking and Transportation

Parking

All students who park on the Northwest Denver Campus are required to pay for parking. University Parking Policies and regulations, including fee and fine schedules, parking permits, appeals processes, etc., can be found at regis.edu/parking.

Policies Regarding Safety and Security

Access to Campus

Any person who engages in unlawful or disruptive conduct or violates university policy may be asked by an authorized university official to leave campus. The Director of Campus Safety and the AVP/DOS, or their designees, have the authority to ban a person from campus. Failure to comply with such requests and failure to abide by regulations governing the use of university facilities constitute trespassing and may lead to disciplinary action and/or arrest if local authorities are involved.

Access to certain University facilities may be limited to currently enrolled students. Students should be prepared to present their University identification cards in order to access a facility or service. Students who misuse identification cards in order to access university facilities or services may be referred to Community Standards and Care for appropriate action.

Duty to Report Arrests and Convictions to the University

Students have a continuing duty to promptly report to the Dean of Students Office any arrests or convictions for violation of federal, state or local laws, or laws of other countries, excluding minor traffic violations that do not include injury to others. This duty applies regardless of where the arrest occurred (inside or outside the State of Colorado), and regardless of whether the university is in session at the time of the arrest or conviction.

Students must notify the Dean of Students Office in writing within ten (10) business days of the incident that led to their arrest or within five (5) business days of the incident that led to their conviction.

Failure to comply with this continuing duty will result in the immediate referral of a student to Community Standards and Care and may also result in imposition of an interim suspension by the Associate Vice President/Dean of Students, or their designee.

Missing Person's Policy

If a member of the University community has reason to believe that a student who resides in on-campus housing is missing, they should immediately notify the Department of Campus Safety ("Campus Safety") at 303.458.4122. Campus Safety will generate a missing person report and initiate an inquiry.

After inquiring about the missing person report, should Campus Safety determine that the student is missing and has been missing for more than 24 hours, Campus Safety will notify appropriate authorities and work with the university to notify the student's emergency contact, no later than 24 hours after the student is determined to be missing. If the missing student is under the age of 18 and is not an emancipated individual, Campus Safety will work with the university to notify the student's parent or legal guardian immediately after it has been determined that the student has been missing for more than 24 hours.

Solicitation

Any individual or group wishing to sell or distribute a product or service, or to solicit for religious, political or commercial purposes, is strictly prohibited from doing so anywhere on campus without written approval from the Dean of Students. Under no circumstances can door-to-door solicitation occur. Anyone encountering a solicitor without written authorization is asked to report this to Campus Safety.

Weapons Prohibition

Regis University is committed to providing a safe working and learning environment. Therefore the possession and use of weapons, firearms, explosives, fireworks, or other objects designed and/or used to inflict injury or damage (collectively "Weapon") is prohibited in or on University Property or at University sponsored activities without the express permission of the University. It is a violation of University policy to possess any Weapon in or on University Property or at University sponsored activities, even if the bearer possesses a valid

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UNIVERSITY POLICIES FOR STUDENT LIFE

concealed weapons permit. However, certified law enforcement personnel may carry their department issued handgun on campus if required by their responsibilities as a law enforcement officer.

This policy includes, but is not limited to, items that simulate Weapons. The possession of non-lethal self-defense instruments (for example, pepper spray) is permitted; however, the reckless use of such devices may be considered a violation of this policy.

Any plausible statement or evidence that a community member possesses a Weapon may be responded to as an actual threat, whether evidence of a Weapon exists or not.

Policies Regarding Student Services

Career Services

On-Campus Interviewing No-Show Cancellation Policy

The Center for Career and Professional Development provides opportunities throughout the year for students/alumni to engage in on-campus interviewing with a wide range of employers. In order to maintain the integrity of the on-campus interviewing program, it is necessary that these guidelines be followed by all students/alumni in the case of a cancellation or no-show.

Students/alumni who must cancel an interview must contact the Center for Career and Professional Development at 303-458-3508 or email careers@regis.edu at least 24 hours prior to the interview time. Students/alumni that “no-show” must submit the following two items in order to participate in future on-campus interviewing:

1. A letter of apology to the recruiter with whom you were to interview; and
2. A copy of the letter of apology and/or explanation to the Center for Career and Professional Development at careers@regis.edu.

A student/alum who does not show more than once for on-campus interviews must meet with the Director of the Center for Career and Professional Development for the purpose of determining the eligibility of the candidate to participate in future on-campus interviews.

On-Campus Employer Recruiting Guidelines

The Center for Career and Professional Development (CCPD) reserves the right to approve or not approve any employer’s access to employer services. CCPD has adopted the following guidelines to determine the eligibility of an employer to do on-campus recruiting or to use any other employer services. The employer:

- Must conduct recruiting activities to fill current or near term job opportunities for students, recent college graduates and/or more experienced alumni, or to present to such person’s employment related information about the company/organization in anticipation of future hiring needs.
- Cannot charge placement fees to applicants.
- Must comply with all applicable federal and state employment laws and regulations, including, without limitation, the federal Equal Employment Opportunity Act, and with the employer recruiting guidelines of the National Association of Colleges and Employers and the Collegiate Career Services Association of Colorado and Wyoming.
- Cannot recruit for “commission only” jobs, unless a paid training period is provided.

Counseling and Health

Communicable Disease

A variety of communicable diseases exist on a college campus that vary in degree of transmission to others and in severity of potential health risks to individuals. These diseases generate differing levels of concern among faculty, staff and students.

Regis University has established clear, consistent and nondiscriminatory policies and procedures to deal with communicable diseases while concurrently acknowledging the privacy of individuals. These policy and procedure statements are routinely updated based upon the recommendations of the Centers for Disease Control (CDC) and state and local health departments.

A full description of the communicable disease policy is available in the Student Health Services office or the Office of Student Affairs.

Health Insurance Requirement

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UNIVERSITY POLICIES FOR STUDENT LIFE

As a condition of enrollment, all full-time Regis College, fulltime students in the DPT in Physical Therapy, Pharm.D. in Pharmacy, Bachelor of Science in Nursing Accelerated and traditional Nursing programs must maintain health insurance coverage. This requirement can be met in one of two ways:

1. Purchasing the University sponsored Student Health Insurance plan; or
2. Waiving the University plan and presenting proof of coverage by an alternative health insurance plan of the student's choosing.

Immunization (pre-matriculation)

Policy is in process of being posted on the University Website. If you need to access before it is posted, please contact the Dean of Students Office.

Disability Accommodations and Services

Student Disability Services

Please refer to:
regis.edu/policies/accommodations-for-students-with-disabilities-grievance-policy

Service Animal and Emotional Support Animal Policy

Please refer to:
www.regis.edu/policies/service-animal-and-emotional-support-animal-policy

University Ministry

Policies for Religiously Affiliated Groups/ Organizations at Regis

As a Jesuit Catholic University, Regis seeks to build a more just and humane world through transformative education at the frontiers of faith, reason and culture. We celebrate and embrace our identity as a Jesuit, Catholic institution of higher education.

Our tradition compels us to welcome and celebrate the many different expressions and practices of faith and spirituality on campus. We believe that spiritual diversity enriches our community, and we strive to cultivate respectful dialogue that will help all of us to learn more about one another and build an inclusive community at Regis where all students feel at home.

The Office of University Ministry has been empowered by the University to serve the spiritual needs of all Regis students of any or no faith tradition. Because we take seriously this role, University Ministry:

- Makes the physical, emotional and spiritual safety of our students our highest priority.
- Empowers students to assess an organization's practices and discern their involvement in any program or opportunity that has a religious or spiritual component.
- Expects transparency and cooperation from all partner organizations that engage Regis students.
- Refrains from any attempt to proselytize students through our programs, sponsored activities, or approved partner organizations.
- Proselytization is understood as any effort to influence people's faith convictions, choices or commitments in ways that depersonalize or deprive them of their inherent value as persons. This includes the use of any exploitive techniques or manipulative appeals which bypass a person's critical faculties; play on psychological or other weaknesses; use physical coercion, moral compulsion, psychological pressure, inducements for conversion, or exploit a lack of education.
- Additional activities that might be indicators of proselytizing include, but are not limited to:
 - Making unjust or uncharitable references to others' beliefs and practices;
 - Comparing faith traditions by emphasizing only the achievements and ideals of one, and the weaknesses and practical problems of the other;
 - Using advertising or promotional techniques that might bring undue pressure on persons;
 - Ignoring the religious realities and identities of other faith traditions or their particular approaches to pastoral practice.

For all the above reasons, we enact this policy for all Religiously Affiliated Student Groups. It is our expectation that any religiously or spiritually affiliated groups will adhere to these parameters and that Regis students will familiarize themselves with the policy objectives.

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UNIVERSITY POLICIES FOR STUDENT LIFE

Becoming an Approved Religiously Affiliated Student Group:

There are three types of Religiously Affiliated Student Groups (RASG):

1. Student: Those with no organizational affiliation, no outside adult relationship and led entirely by Regis students (with a Regis faculty or staff advisor).
2. Internal: Those sponsored or affiliated with a local, regional or national organization, and actively led and staffed by a member of the Regis staff or faculty community.
3. External: Those sponsored or affiliated with a local, regional or national organization and staffed in any capacity by an adult, non-student member(s) of said organization (with a designated Regis faculty or staff advisor who will have regular contact with the External RASG).

To be recognized as a student group on campus, Student RASG's and Internal RASG's must apply via the regular avenue to become a student club with Student Engagement and Leadership. They must agree to refrain from any form of proselytization. In addition, both Student RASG's and Internal RASG's must schedule a meeting with representative(s) of the University Ministry professional staff to initiate collaboration and relationship. This meeting must be held towards the beginning of each year that the RASG is a chartered organization at Regis.

The following is also needed from External Religiously Affiliated Student Groups:

- A covenant agreement to work within the bounds of the Mission of Regis University and the Jesuit Values that guide our community
- Credentials of the adult leader (resume, CV)
- Job Description/Job Contract (including any fundraising expectations)
- Name(s) of supervisor(s) and board
- Description of accountability processes with affiliate organization
- Work Schedule for Adult leader (activities, events, days, times on campus)
- Officially Adopted Statement of Purpose and Mission by affiliate group

- Credentials for completed or engagement in boundary training, Title IX, sexual misconduct, etc.
- A written statement about how this ministry supports and honors Jesuit values and the Mission of Regis University.
- Documentation regarding any policies or practices regarding sexual orientation (LGBTQIA+) or gender identity/expression.
- A scheduled conversation with member(s) of the University Ministry Professional Staff to initiate collaboration and relationship.
- A scheduled conversation with member(s) of the Student Life Staff review University policies for student organizations.

Policies Regarding University Technology

Responsible Use of University Technology

Please refer to:
regis.edu/policies/technology-policy

Email

Please refer to:
regis.edu/policies/responsible-use-of-email

Online Privacy

Please refer to:
regis.edu/policies/privacy-policy

Professional Standards

Many students at the University are members of academic units with professional standards of conduct that go beyond the University standards that govern all Regis students. Because these professional programs must ensure suitable standards of conduct, the designated academic officer of such a program may assume full authority and responsibility to handle incidents involving professional misconduct as a related academic matter. Therefore, the standards of conduct, policies and procedures for handling professional misbehavior observed by the individual academic units may take precedence over the policies set forth in the University Handbook. A student may also be examined and sanctioned for violating both the University Student Code of Conduct and

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UNIVERSITY POLICIES FOR STUDENT LIFE

the professional standards of the academic unit of which the student is a member based on the same facts, circumstances and actions.

Use of University Name for Solicitation of Funds is Prohibited

There is to be no solicitation by anyone of advertisements, patrons, donations or any other type of financial support for any Regis University activity. The only exceptions are those approved by the Vice President for University Relations.

Withdrawal from the University

If a student is seeking to withdraw from the University they should first speak to their academic advisor, or the Dean of Students Office to learn about the steps to withdraw.

SECTION SIX

HOUSING AND DINING COMMUNITY POLICES

Dining Policies and Procedures

Regis University community members that have a dining plan are required to know and to comply with Dining policies and terms. Violations of policy can be adjudicated by Auxiliary Services and/or Community Standards and Care, when appropriate.

Required Dining Plans

All students living on campus at Regis are required to purchase a meal plan for each semester they reside in University operated housing. The minimum lowest required meal plan for residential students in their first two years is Weekly 12 Plan and for upperclassman the All-Dining Dollar Plan is the minimum lowest. (Weekly 15 Plan will be automatically added to freshmen and sophomore's student accounts, and Weekly 7 Plan will be added for all upper-class residents). Students may always opt in for a higher meal plan by filling out the form on the Ranger Dining website.

Dining Plan Change Window

The deadline to make meal plan changes is 5 p.m. on the first Friday of classes of each semester. Contact Auxiliary Services at auxservices@regis.edu for more information.

After these deadlines, no reductions or cancellations are permitted; however, declining additional flex dollars may be added at any time by filling out the form at: www.emailmeform.com/builder/form/mcs6ax25lrBdu

Students are welcome to upgrade their meal plan at any time during a semester.

Dining Plan Expectations

Dining plans are to be purchased by individuals, for individuals. Students may, on occasion, take a guest to join them you for a meal; however, buying a dining plan to be used collectively by more than one individual, or used to pay for another individual's meals on a recurring basis, is a conduct community standards violation and will be addressed with accordingly.

Removing any items from a dining hall without purchase is considered theft and will be reported as appropriate. This includes but is not limited to food, utensils, hardware and furnishings.

Individual Dining Plans are non-transferable.

Sick Meal Accommodation

Students who are sick or unable to visit a dining facility due to a temporary physical disability (e.g. broken leg or back injury) can make special arrangement for meals. To authorize a friend to pick up a meal, call the management staff of the dining center in advance, or use the online ordering system and coordinate with your friend on pick up instructions. If you need assistance, please contact dining services staff.

Roll-over and Expiration of Declining Balances

Declining balance dollars will roll over from Fall to Spring semester. The rollover does not take the place of the required meal plan for the Spring semester but will be added to it. Any Declining

Balance Dollars remaining at the end of the academic year will expire and no refunds will be issued. for remaining flex.

ID Requirement

All students must present their Regis ID to purchase items in any of the dining locations, unless accommodations are being made for a sick meal.

Housing and Residential Engagement Policies

The purpose of the Housing and Residential Engagement Policies is to add specific details about on-campus living, as an addition to the Student Code of Conduct, in order to provide a safe and inclusive living community. As a member of the Regis residential community, each student is responsible for understanding and following all standards, policies, and procedures in the Ranger Guide Student Handbook, the Ranger Front Porch, and the Housing contract. Students are expected to engage in responsible and appropriate conduct that reflects the University's Mission.

As a member of the residential community, students are expected to abide by all of the standards of responsibility and behavior outlined in this publication as well as the terms and conditions of the housing/dining contract. Each student who resides on campus is required to sign a housing contract prior to assignment. Students are responsible for familiarizing themselves with the terms and conditions of the contract. When the contract is signed and returned, it becomes a

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HOUSING AND DINING COMMUNITY POLICES

binding agreement — a legal contract — between the student and the University.

Abandoned Items

Any personal property left in the residence hall room, common area or in any storage area after termination of the housing contract occupancy period will be considered abandoned. Any personal property left in any unassigned space at any time will also be considered abandoned.

Abandoned items deemed to have value are tagged with the date and location of discovery and stored in a temporary holding area by the Housing and Residential Engagement (HRE) Staff. If the item can be identified as belonging to a specific occupant or room, an email will be sent to the resident's university email address. If the item remains unclaimed at the end of one week (seven business days) after such notification, the HRE staff, at their sole discretion, may discard the item directly.

Any unclaimed item must be retrieved by its owner within seven (7) business days of being found, or it will be discarded as stated above.

The University assumes no liability for damage or loss of any abandoned property on its premises.

Alcohol and Other Drugs

All items pertaining to alcohol/other drugs, including beer cans/bottles/cap displays (full or empty) or alcohol/drug-related items (i.e. shot glasses, signs, posters, flags, etc.) may not be displayed in any University residence hall.

Residents may possess prescription drugs (except medical marijuana) that are prescribed to them by a licensed health professional but are prohibited from distribution and/or sale to others.

Alcohol and other drug related games ("water pong," "root beer pong," "flip cup," etc.) are not allowed in the residence halls.

If any resident or guest of a room is under the legal age of consumption (21 years), then alcohol is not allowed in the space regardless of the age of any other resident or guest.

Housing staff reserve the right to limit the amount of alcohol allowed and/or present in a space if it is determined to be excessive or beyond individual consumption. The University maintains an Alcohol and Drugs Policy.

Bikes and Scooters

Bikes and scooters are to be secured using the racks provided on campus. It is prohibited to lock a bicycle to any railings, sign, light post or bench or to have in individual residence hall rooms. For more information seek *Bikes, Motorcycles and Other Vehicles* section below.

Contract Cancellation and/or Release

As specified in the Housing/Dining Contract, the contract shall be terminated if the student completes requirements for graduation, or for any other reason is not enrolled in the University. (If the student subsequently returns to the University during the contract period, the contract shall be reactivated upon the student's re-enrollment.) The University reserves the right to terminate the contract in the interest of order, health, maximum utilization of facilities or disaster after due notice to the student.

Release from the contract for considerations other than those listed above will be considered by the Director of HRE or their designee. A request for termination/release does not automatically break the contract. The Director of HRE will consider extenuating circumstances with regard to the impact upon both the student and the University.

Damage Billing

Students may be billed for damage, vandalism, stolen/missing furniture or housekeeping charges identified for their assigned rooms. Students may also be billed for damage, vandalism, stolen/missing furniture or housekeeping charges in a common area when the responsible individuals cannot be determined. The group billed may include one of the following: suitemates, a portion of the floor, all the residents of a floor or some or all residents of the building. The location of the damage and the nature of the circumstances surrounding the damage incident will determine the group billed.

When a common area damage situation is discovered, a Common Area Damage Alert will be posted in the area in which the damage took place after the cost of cleanup, repair or replacement has been determined. In addition to this posting, hall staff will make every effort possible to inform the residents who may be charged for the damage and cost. For a listing of common damage charges, contact the HRE Office at 303.458.4991.

If the responsible individual(s) is not determined, group billing will occur approximately one month

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after the repair is complete. Common area damage billings are not subject to appeal.

NOTE: A group billing will typically not be pursued if the cost of the damage is less than \$5 per billed party. However, if an accumulation of damage charges exceeds the minimum for the semester, a billing may be done. Student Affairs reserves the right to bill for lower amounts at their discretion.

Early Arrival and Late Stay Process and Fees

With prior approval from HRE, residents may be allowed to move in early or remain in the residence hall later than the originally posted schedule. If allowed to arrive early or stay late, the resident will be charged a per night fee. For more information on fees, please contact HRE.

Emergency and Life Safety

Residents are required to respond to a fire/emergency alarm by immediately exiting the premises. Reentry to the premises is permitted only on the signal of authorized HRE Staff, Campus Safety or fire department personnel.

Tampering with or misuse of any emergency device (such as emergency exit door, fire rated door, etc.) is strictly prohibited and is a violation of federal law. Residents should submit a work order to HRE in the event there is a concern with the function of an emergency device (i.e. periodic beeps).

Fire hazards, including but not limited to, incense, candles, halogen lamps, exposed heating elements, hot plates, personal barbecues, torches and flammable liquids and solvents (gasoline, kerosene, lighter fluid, propane, butane, etc.) are strictly prohibited in the residence halls.

Doors that open into exit corridors are fire rated and may not be propped open.

All lights, lamps, cords, and appliances must be UL approved.

Nothing may be hung from, block or otherwise obstruct or interfere with sprinkler pipes, sprinkler heads, or any part of the fire sprinkler system.

Storage or use of any materials requiring the use of ventilation hoods, eye wash stations or safety showers (i.e. photograph development supplies) is prohibited.

Personal possessions or University property may not be stored or left in any area where they may become a fire hazard or impede access and/or

egress from any door or window (i.e. plants or furniture in a doorway or hallway and posting on doors counter to University policy).

Possession and/or use of explosive materials (i.e. firecrackers of all types, dynamite or any other similar item) are absolutely prohibited.

Exterior doors should always be closed properly and propping of exterior doors is not allowed.

Food Deliveries on Campus

Residents may arrange for food deliveries to be made to their assigned residence hall provided they meet the delivery person at the door. Persons who are hired to deliver food or other goods to a residence hall are not permitted to deliver directly to residence hall rooms.

Furniture, Appliances and Amenities

Window screens shall not be removed for any reason (minimum fine of \$150 being assessed per violation). Damaged screens in the residence halls will be removed and replaced or repaired at the expense of the residents of the residential unit per the damage billing policy. Residents should proactively complete work order with HRE if a window screen is faulty and/or missing. University personnel continually assess residence hall window screens.

No waterbeds, unauthorized lofts or similar furnishings are permitted in housing areas.

Residents are not allowed to disassemble any furniture in the room (including beds, desks, dressers, etc.)

Where appropriate, beds are to be properly bunked using the bunking pegs provided by HRE. Beds cannot be bunked on desks, dressers or any other surface. Residents may request a bed be bunked or unbunked by submitting a work order to HRE.

Removal of community furniture to a private room or use of common area item for personal use is prohibited. Removal of community furniture to a private room will be subject to a \$25 fine per day plus any associated damages per instance.

Removal and/or relocation of any University furniture is prohibited from the residence hall rooms to lounges, walkways, bridges, outdoors or storage companies. A \$25 fine will be assessed for each piece of furniture outside of the residence hall room per 24-hour period plus any additional charges for

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lost or damaged furniture.

No furniture designed for interior use of any kind is permitted to be outside.

Removal/unhinging of doors (bathroom doors, closet doors, etc.) is prohibited.

Only University leased micro fridges are allowed in the residence halls and only one unit per room is allowed. Personal microwaves or refrigerator units are prohibited.

No personal items (including but not limited to television antennas or dishes, clothing, towels, flags, signs and posters) may be displayed or attached in such a manner that they are visible outside the resident rooms.

Posters, signs or other personal decorations, with the exception of the name tag provided by HRE Staff, are not allowed on the outside of the door (facing the hallway corridor) or on the walls adjacent the doors.

Trampolines, hot tubs, window air conditioners, personal clothing washers and dryers or other items deemed as inappropriate by the HRE staff are prohibited in the residence halls.

Power strips with surge protection are required to be used when additional electrical outlets are needed. Extension cords shall not be used as a substitute for permanent wiring. Extension cords shall only be used when servicing grounded portable appliances. The ampacity of the extension cords shall not be less than the rated capacity of the portable appliance supplied by the cord. Multiple outlet octopus plugs are not permitted. All extension cords and power strips must be UL approved.

Appliances with exposed heating elements are not permitted and will be removed at the discretion of HRE staff.

All residents are required to complete and sign the electronic Room Condition Form (eRCF) within ten (10) days of move-in as directed. The resident forfeits the ability to edit the report and accepts responsibility for the condition of the room in the event the eRCF is not completed during the time provided.

All non-University furniture must meet local, state and federal flammability standards. The standard is in place for the safety of the community.

Health, Fire and Life Safety Inspections

Student rooms, common areas, storage and mechanical areas are subject to regular inspection by the State Fire Marshal's office officials, Physical Plant personnel and Student Affairs staff. You are advised to be knowledgeable of the policies prior to moving into a residence hall. Health, fire and life safety inspections will occur at least once per semester. As possible, 48-hour prior notice will be given to residents.

Housekeeping

Housekeeping staff care for the public areas of the buildings during the academic year, including bathrooms, hallways and lounges. While Housekeeping staff members work to maintain a high level of care for the safety and cleanliness of community common spaces, students residing within the residence halls are held accountable for keeping shared residential areas clean and safe. Students are required to clean their own rooms and shared suite areas, including suite bathrooms.

Housing Accommodation for Students with Disabilities

HRE works with the Student Disability Services (SDS) office to ensure that students with disabilities receive equal access to education and opportunities within the academic community. SDS has primary responsibility in reviewing accommodation requests and determining reasonable and appropriate accommodations.

Disability accommodations relating to on-campus housing and dining follow mandates required by the Americans with Disabilities Act (ADA) and other applicable federal and state laws. Students with a documented disability desiring assistance or accommodation should notify SDS to begin the review and accommodation process. Reasonable accommodations are considered for qualified individuals with disabilities who provide required documentation from medical professionals.

ID, Keys and Lockouts

Students should not use any student ID card or hard key other than that which is assigned to them. Loaning out, using or borrowing any student ID card or hard key belonging to another is strictly prohibited. All students are responsible for the use of their ID card or hard key by another person.

Possession/use of an illegally duplicated residence

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hall key/card is prohibited. Students found abusing their ID card and/or hard key will be subject to the Community Standards process.

After 2 lockouts per semester, residents will be charged \$25 for each subsequent key-in or when a temp card is issued. Failure to return a temporary card with a 24-hour period and/or the timeline directed by HRE will result in a \$50 charge per day thereafter. These charges will be billed directly to student accounts. The purpose of this community standard is to encourage students to responsibly carry their room card.

Installation of an unauthorized personal locks on or tampering with any door or window locking mechanism is prohibited.

Maintenance and Work Orders

If a room, suite or common space requires repair, students are expected to submit a work order to HRE. Work orders for common spaces are generally written by hall staff. Please include full contact information when submitting work orders. There is no charge for repairs or maintenance to rooms resulting from normal use. However, repairs needed because of vandalism, misuse or abuse will result in bills for the repair. It is important to understand that residence hall sinks are not intended to have solid food waste disposed in them. Clogged drains caused by disposal of food items may be billable to the individual residents or the community.

Maintenance emergencies, including but not limited to flooding, interruption of electrical power, broken windows and locks or other issues that affect the health and safety of the residents should be reported promptly to hall staff. During the normal weekday business hours students may also contact HRE at 303.458.4991. During evenings, weekends and holidays the students should contact on-call hall staff. In the case of an emergency (i.e. flood with running water, power outage) students should contact Campus Safety.

Physical Plant conducts routine preventative maintenance in all buildings. Preventative maintenance may be performed in rooms during break periods.

Opening and Closing of Residence Halls

Residence halls are at a low-occupancy status during all breaks. Students are required to request to remain in housing during designated break periods and to follow all instructions for preparing

rooms for closures. Designated break periods are winter break, summer break or as otherwise posted. Dining plans are not active during designated break periods.

At the end of each semester, students are expected to check out within 24 hours of completing their last exam. Students found in the building after closing or before opening are subject to trespassing charges and immediate removal. Late departure and early arrival requests should be submitted to and are reviewed and approved by HRE.

Prohibited Items

The following items are prohibited from Student Housing. This list is not all-inclusive. HRE reserves the right to prohibit items and practices which may not appear in this section, but which are deemed hazardous or unsanitary. Prohibited items will be confiscated and not returned.

Appliances

Residence hall rooms are not designed for and are not safe for cooking. Electrical appliances such as electric stoves, George Foreman type grills, air fryers, toaster ovens, toasters, air conditioners, space heaters, hot plates and other open-coiled appliances are not permitted for usage in residence hall rooms. Additionally, the following appliances and or electrical devices are prohibited: personal wireless routers, extension cords, adapters, multi plug or plug extensions that are not part of a surge protector that is UL listed.

Bikes, Motorcycles and Other Vehicles

Bikes, motorized vehicles, hover boards, electric scooters and fuel are prohibited in all areas of the residence halls. Bike racks are provided around campus so students should not chain their bike to light poles, stair rails, etc. Bikes or other devices (skate boards, hoverboards, etc.) may not be ridden inside residence halls. They also may not be placed in stairwells, lounges, corridors, bathrooms or any other public areas in the residence halls. During break periods, we recommend that students take it home to prevent theft or store in the DeSmet Hall bike storage.

Firearms, Weapons and Ammunition

By University policy, students are prohibited from possessing or storing weapons and/or

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ammunition on campus. This includes in their vehicles which is considered an extension of their home.

Flammable Items

Flammable items, such as fuel (propane, lamp oil, solvents, gasoline, etc.), may not be stored in rooms or around residence halls. Items that require an open flame, operate on fuel or produce heat, such as Bunsen burners, grills, torches of any kind, lighted candles, incense and alcohol burners are prohibited. Candles, incense and other items producing an open flame may not be burned in the residence halls, except as part of a regulated religious ceremony approved in advance by University Ministry in collaboration with HRE.

Pets or Other Animals

Pets or other animals, other than those provided for in the animal policy, are prohibited. If an unauthorized animal is found, the student will be expected to relocate the animal or an appropriate shelter or rescue will be called to permanently remove the pet at the student's expense.

Quiet and Community Hours

Residents are expected to show courtesy for one another. A student's right to sleep and study takes precedence over someone else's desire to generate noise heard in another unit. Residents and their guests are expected to be courteous of others by monitoring their noise level and by responding politely when asked to be quiet. Courtesy hours are in effect 24 hours a day.

Quiet hours are designated for study and sleep time as follows:

Sunday 10:00 p.m. – 8:00 a.m.

Monday 10:00 p.m. – 8:00 a.m.

Tuesday 10:00 p.m. – 8:00 a.m.

Wednesday 10:00 p.m. – 8:00 a.m.

Thursday 10:00 p.m. – 8:00 a.m.

Friday 12:00 a.m. – 10:00 a.m.

Saturday 12:00 a.m. – 10:00 a.m.

Note: Quiet hours may be modified during exam periods at the discretion of HRE staff.

No television, radio, stereo (including the bass) or other noise producing instrument may be operated at any time at a volume that is unreasonably loud in the judgment of HRE Staff. In general, if noise emanating from a room can be heard from 3 doors away, it will be considered in violation of this policy. This includes shouting or screaming in a residence hall room, hallway, building or courtyard.

Electric and percussion musical instruments may be stored in the resident's rooms. Use of such instruments must be confined to a University provided practice facility with approval of HRE Staff.

A \$25 fee may be assessed to residents creating noise during University final exam periods.

Renter's Insurance

The University does not accept responsibility for loss of or damage to student property. Residents are encouraged to have adequate insurance to cover all belongings. If a homeowner's policy does not cover belongings while in the residence hall, the student is strongly recommended and encouraged to have a written rider for this purpose or purchase separate renter's insurance.

For student's convenience, the University has partnered with GradGuard, a third-party rental insurance provider which students may choose to engage for rental insurance needs. Please contact HRE for more information.

Residence Hall Check-out, Resignations/Withdrawals

Residents must check out of the residence halls 24 hours after their last final or within 48 hours from the time of a student's official withdrawal. In the case of suspension from the University students will be provided a timeframe for which they must vacate. Check-out includes completing the Room Condition Form and returning any issued keys to a HRE staff member or using the express check-out option.

Failure to properly check out will result in a \$150 improper check-out fee in addition to any charges assessed for damage, key loss, rekey, etc.

Possible refunds for early cancellation, resignation or withdrawal will be calculated based on the day of check out and will be managed in accordance with the housing fee/adjustment schedule.

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Residents called to active U.S. military duty are provided a full refund after following the university guidelines for military withdrawal.

All refunds will be calculated from the official room check-out date, which may not necessarily be the last day the student attends class or officially withdraws from the University. No refund will be granted for a retroactive withdrawal that occurred in a previous fiscal year.

Residency Requirement

Subject to the availability of space, all full-time, first-year and second-year, degree seeking students at Regis University are required to live in the residence halls for the entire academic year (fall and spring semesters) totaling four (4) academic semesters. Limited exceptions may be granted on a case by case basis, according to a waiver process that will be fairly and consistently enforced.

Possible Criteria for Exceptions:

Students who meet one or more of the following criteria may request an exception to the residency requirement as provided below. The exception categories may include, but are not limited to, the following:

- Student is married or part of a civil union.
- Student is the parent or legal guardian of a child(ren) that resides with them.
- Student who is 21 years or older prior to the first day of classes for the first or third semester of attendance at Regis or transferring from another post-secondary institution where they lived on-campus for at least two semesters. If the student is transferring from another institution and did not complete at least two semesters at their last institution, they will be required to abide by the residence requirements set forth by Regis.
- Student is living at home with their parent(s) at their parent(s) permanent residence or with legal guardian(s) at their permanent residence within twenty (20) miles from campus and commuting to campus daily.
- Student is a member of the United States military who has served for one (1) year or more; or other circumstances approved following appropriate review.

Students required to reside in the residence halls may submit a first-year and second-year residency exemption form to HRE via the Front Porch portal to request a review of their individual situation.

Room/Common Space Cleanliness and Damage Standards

Decorative stickers may not be applied to the walls, doors, windows, furniture or ceiling of any residence hall room.

Nails, screws, tacks, staples and hooks may not be utilized in the residence hall. Holes left in the wall may be subject to repair charges. Only gummy adhesive is permitted but any residue left behind may be subject to cleaning and repair charges including, as needed, painting. All room repairs (including spackling of holes) must be completed by Physical Plant staff and is subject to damage billing.

Residents are responsible for all burns, stains, or any other physical damage to floors, floor covering, furniture, window coverings or any other surfaces or fixtures in the residential area.

It is expected that residents maintain their rooms in a clean and orderly fashion, agreeable to a reasonable expectations and standards. Residents are expected to quickly adhere to any and all direction provided by University staff during health and safety inspections or at any other time.

In consideration of others living in the residential community, a resident is expected to maintain a reasonably high standard of personal care and cleanliness.

It is expected that residents submit workorders to HRE in a timely fashion and may be responsible for damage due to lack of notification of problems.

Room Conduct

Unauthorized entry/exit through windows or emergency exits is strictly prohibited.

Climbing, throwing items or other activity on the facade, roofs, windows, balcony, ledges or adjacent building extensions is strictly prohibited.

It is prohibited for any student to sell, purchase, print, view, or display obscene, offensive or erotic material in a common/public area of a residence hall area including doors and/or windows.

Respect for roommates, potential roommates, suitemates, other residents and University officials is expected. Residents are expected to engage

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one another in a respectful manner despite any differences.

If a space is available in a room or apartment, residents are expected to keep the area move-in ready and provide a welcoming environment for potential new roommates. Any open bed space(s) (which includes the desk, dresser and bed) must remain clear of any belongings. Failure to abide by this protocol impacts other members of the community negatively and may result in a fine or having any personal items removed under the discretion of a university administrator. Rendering a space uninhabitable due to using an open bed space (to include desk, dresser and/or bed) may also result in the students being charged for double as a single occupancy.

Room Decorations, Renovations and Alterations

Room personalization and holiday decorations must comply with regulations governing fire and electrical safety in the residence halls and may not be visible outside of the residence hall room. The hallway side of the room or suite door may not be decorated other than a single nametag placed by HRE Staff. Consult hall staff with any questions. Decorations that do not meet regulations must be removed.

Students are not allowed to move a bed in front of or near a window in such a manner that it would be possible to roll out of bed and through an opened window or obstruct a possible escape route in the event of a fire.

Room Entry and Search

A University staff member may enter an individual room, suite or apartment under the following guidelines:

- Belief that a policy violation may be occurring
- Belief that someone may be in danger
- Facility or maintenance needs
- Safety or health inspections
- To address behavior that is impacting the hall environment

In addition, the University reserves the right to enter into any residence hall space for the purposes of inspection, improvement, repair, to control the rooms in the event of an epidemic, pandemic emergency or for any other purpose in accordance with the University Policies for Student Life, including unannounced inspections by the State Fire Marshal.

University staff will attempt to perform these functions with minimal inconvenience to residents. Maintenance inspections are not undertaken in order to discover prohibited conduct. However, if illegal substances or other policy violations are found in plain view during maintenance or housekeeping work, residents of the area may be subject to Community Standards Action.

Any person charged with the enforcement of the Student Code of Conduct, University Policies for Student Life and residence hall policies and regulations may enter a room upon reasonable belief that a violation is occurring. Such entry does not constitute a search.

Room Searches by Campus Safety Staff and/or Police authorities are conducted under the applicable provisions of the law. If a search is conducted when you are not present, you will be notified in writing that a search has been conducted.

The University reserves the right to remove any object or material from a student room that violates a University regulation. Community Standards action may be taken with any student(s) found in possession of such items.

Room and Roommate Changes

All residents are required to complete an electronic Roommate Agreement. The Roommate Agreements will be kept on file with the appropriate HRE staff.

Residents are encouraged to talk to their roommate(s) first to resolve conflicts. In cases where the residents cannot reach resolution on their own, they should consult with their Community Development Advisor (CDA). The CDA will provide options to resolve the situation. If the residents and CDA cannot resolve the situation, the students will be referred to the Assistant Director. The Assistant Director will mediate and resolve the situation.

In the event that a resolution cannot be reached, the student may request a room change which will be accommodated provided space is available. In cases where both students wish to remain in a particular space, HRE staff reserve the right to administratively move both residents to alternate housing so as not to favor one student over the other. As a rule, no room changes will be allowed within the first three (3) weeks of the academic semester.

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Sex Offender Restriction

Any individual who must register as a sex offender is prohibited from living on-campus in a University residence hall.

Smoking and Vaping

Residence halls are smoke-free facilities. Smoking is prohibited in all areas of the residence halls, including student rooms. Smokers should not crowd or congregate by doorways. The perimeter of residence halls, within 25 feet of the building, is a smoke-free zone.

Please note that smoking is the lighting or burning of any pipe, cigar, or cigarette or other tobacco product, or the use of any electronic cigarette or vaping device. Violations of this policy in the residence halls will result in a referral to Community Standards.

Storage

On-campus storage for student belongings is not available. Personal items excluding bikes must be stored within the student room. Bike racks are available outside for bike storage.

Trash and Waste

Students are responsible for removing trash and recycling from their rooms in a timely manner. Accumulated garbage attracts pests and is detrimental to the comprehensive pest management strategy of Physical Plant. Students who fail to practice good housekeeping could be responsible for associated charges for pest management.

Unauthorized Animals

For both resident students and guests, animals are not permitted in the residence halls or in classrooms. The only exceptions are (1) animal for students with documented disabilities that have been approved through Student Disability Services (SDS) Office, and two (2) fish contained in one aquarium, not to exceed 10 gallons, per room.

Visitation and Guest Policy

The University's policies on guests and visitation are based on a concern for residence hall security, the privacy rights of roommates and the community and the maintenance of an atmosphere conducive to academic achievement. HRE relies on the integrity of the community to help staff uphold this policy.

Guests are welcome in all Regis University residential communities. Hosting guests is a privilege, not a right. Violations of the guest policy will result in student conduct sanctions including, but not limited to, suspension of guest privileges, probation or removal from University housing.

Cohabitation

Cohabitation is not permitted in University residential community.

Overnight Guests

Overnight guests are only permitted to stay in their host's residence with prior approval of their roommate and/or apartment mate and in alignment with Residence Hall Overnight Guest procedures. Residents are limited to hosting overnight guests, with prior approval, for two nights in a 30 day period.

Overnight guests must be of the same sex and/or gender as their resident hosts (unless the guest is a member of the host's family) and may not be in an amorous relationship with the resident host.

When hosting minors overnight, the minor guest must be a member of the host's immediate family and prior approval must be obtained from the roommate or apartment mate in addition to approval, in writing, from the Director of Housing and Residential Engagement.

All members of the residential community share the responsibility of helping to secure their community's welfare by communicating to guests the expectations established through these regulations:

Occupancy in the residence halls is limited to

- Each student is allowed to have up to two (2) guests at any one time provided the following:
- Not exceeding capacity allowed in any particular space.
- Resident hosts must be present to check-in and be with their guest(s).
- Resident hosts are responsible for the actions of their guest(s) for the duration of their visit and will be held responsible for policy violations of their guests.
- Guest(s) must always be escorted by their host, guest found to be unaccompanied by their host will be asked to leave the halls.
- Guests must check out at the front desk every

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time they leave the building and will need to sign back in with their host present if/when they return.

- Guests may be asked to leave the building at any time by residence hall or Campus Safety staff.
- All guests, including non-resident guests, are expected to abide by the terms of all housing policies.
- Guests are required to show a photo ID at the front desk. Regis University student IDs, driver's licenses, passports and other forms of valid government issued IDs are suitable.

SECTION SEVEN

UNIVERSITY RESOURCES AND DEPARTMENTS

Service/Department	Phone	Email	Website
Address Change	303-458-4126	enrolsvc@regis.edu	
Athletics	303-458-4070		regisrangers.com
Bookstore	303-458-4150	bookstor@regis.edu	regis.edu/bookstore
Campus Safety	303-458-4122	safety@regis.edu	regis.edu/safety
Center for Career and Professional Development	303-458-3508	careers@regis.edu	regis.edu/ccpd
Community Standards and Care	303-964-3628	dos@regis.edu	
Copy Center	303-458-4380	cpc@regis.edu	
Mail	303-458-4380	cpc@regis.edu	
Counseling	303-458-3507	perscouns@regis.edu	regis.edu/ocpd
Diversity	303-964-5301	diverse@regis.edu	regis.edu/diversity
Harvest Table	303-458-4196	Kaltamanda@harvesttableculinary.com	regis.edu/dining
ID cards (students)	303-458-4991	reslife@regis.edu	regis.edu/housing
Jobs	303-458-3508	careers@regis.edu	regis.edu/careers
Learning Commons	303-964-6591	tlc@regis.edu	regis.edu/tlc
Library	303-458-4031	library@regis.edu	regis.edu/library
Lost and Found	303-458-4122	safety@regis.edu	regis.edu/safety
Military and Vet Services	303-964-5354	milvetservices@regis.edu	
Housing Engagement	303-458-4991	reslife@regis.edu	regis.edu/housing
Student Life	303-458-3505	stuacct@regis.edu	
Disability Services	303-458-4941	disabilty@regis.edu	
Health and Counseling Center	303-458-3558	hcc@regis.edu	regis.edu/hcc
Student Affairs	303-458-4086	studentaffairs@regis.edu	
University Ministry	303-458-4153	umin@regis.edu	regis.edu/ministry
Wellness and Recreation	303-458-3559	fitness@regis.edu	regis.edu/wellness

SECTION EIGHT

DEFINITIONS

Advisor: In the Community Standards process, an advisor is a student, faculty or staff member from the University community who may appear with a student for support as the student participates in their case. It is the student's responsibility to select an advisor and make the advisor available for the schedule community standards process. Licensed attorneys are not permitted to serve as an advisor.

Note: In cases of Non-Discrimination and Sexual Misconduct proceedings, the definition of an Advisor and scope will differ as required by regulation.

Bias Motivated Behavior: Bias motivated behavior is defined as any offense or act that manifests evidence of prejudice based in whole or in part, on one's actual or perceived race, color, religion, ancestry, national origin, disability, gender, socioeconomic status or sexual orientation. Bias motivated behavior includes any action that discriminates against, ridicules, humiliates or otherwise creates a hostile environment for an individual or group. A person commits a bias act when he or she commits a specified offense and either:

- Intentionally selects the person against whom the offense is committed or intended to be committed or;
- Intentionally commits the act or acts constituting the offense because of a belief or perception regarding the race, color, national origin, ancestry, gender, religion, religious practice, age, disability or sexual orientation of a person, regardless of whether that belief or perception is correct.

Business Day: Any calendar day other than a Saturday, Sunday or any day the University is officially closed for business.

Complainant: Any person who submits a report to the University that alleges that a student has violated the Student Code of Conduct.

Community Standards Board: A group of University faculty, staff and students who have completed a rigorous training program to preside in a community standard hearing and make findings as to whether a student has violated the Student Code of Conduct.

Community Standards Hearing: A formal proceeding held to determine whether a student has violated the Student Code of Conduct and to impose sanctions when it is determined that a

violation of this Code has been committed.

Community Standards Hearing Officer: A University staff member designated to coordinate the student conduct process, which includes, but is not limited to, holding an Initial Review, reaching an Agreed Resolution with a respondent and explaining the community standards process to complainants and respondents. Additionally they may preside in a community standards hearing and make findings as to whether a student has violated the Student Code of Conduct.

Consent: Consent is defined as clear, knowing, voluntary, freely given, mutually understandable words or actions which indicate a willingness to participate in a mutually agreed upon, specific, act.

Guest: A guest is defined as a person(s) that is visiting campus and/or a residence hall room that is not originally assigned to that space. A guest is permitted on campus when performing an official function of the institution, or has been invited by another community member. A guest cannot be a host.

Initial Review: A Respondent's initial meeting with a Community Standards Officer to discuss the alleged Code of Conduct violation(s), Respondent's response and a possible informal resolution. Student(s) have the opportunity to resolve the alleged violations at this time.

Institution or University: Regis University, including all of its campuses and online programs.

Organization: A group of persons who have complied with University requirements for registration or recognition.

Possession: Possession is control without regard to ownership. For example, a student will be considered to be in possession of an item if it is found inside a student's room, unit, house, car, desk, backpack, etc., or if the student is physically holding the item, regardless of whether or not the student owns that item.

Preponderance of the Evidence: The standard of proof used to determine the findings of a community standards case. Such evidence as, when weighed with that opposed to it, has more convincing force and greater probability of truth. Preponderance of the evidence means that the statements and information presented in the case must indicate to a reasonable person that it is more likely than not that the Respondent committed a violation.

SECTION EIGHT

DEFINITIONS

Reckless: Conduct which one should reasonably be expected to know would create a substantial risk of harm to persons or property or which would otherwise be likely to result in interference with University business or University sponsored activities.

Respondent: Any student who has been accused of violating the Student Code of Conduct.

Student: For purposes of this Code of Conduct, any person who accepts admission to Regis University and is eligible to enroll in classes without reapplying to the University. Such student status begins at the time of acceptance of admission and continues until such time as the student graduates or otherwise completes the relevant program, formally and permanently withdraws, or is expelled. This includes, but is not limited to, new students at orientation, persons not currently enrolled but who are still pursuing a degree or other program from Regis University, students on a leave of absence, persons currently under suspension and any other person enrolled in a course offered by Regis University, whether or not for credit. In the event of serious misconduct committed while enrolled, but reported after the respondent has graduated, the University may invoke these procedures, and should the former student be found responsible, the University may revoke that student's degree.

University Community: All persons associated with the University as students, employees, agents, trustees, volunteers, contractors (including employees or agents of contractors), members of an affiliated religious order or members of the public lawfully in attendance at a University sponsored activity or present in or on University Property.

University Property: All land, buildings, facilities and other property, including, without limitation, personal property, in the possession of, or owned, used, or controlled by the University.

University Sponsored Activity/Activities: Any activity, whether or not conducted in or on University Property, sponsored, authorized, administered and/or coordinated by or through the University or any of its colleges, schools, departments or approved organizations and related to any University academic or co-curricular program, including but not limited to, off-campus excursions and events, service learning activities, clinical learning experiences, study abroad, academic internships and externships, athletic

events, social and recreational activities, religious services and events and leadership functions.

University Official: Any person employed by the University performing assigned administrative or professional responsibilities.

Weapon: Any object or substance designed and/or used inflict injury or damage. This includes, but is not limited to, firearms, explosives, fireworks and items that simulate weapons.



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