

# **Student Handbook**

U n i v e r s i t y  
of T e x a s  
at E l P a s o

School of Medicine  
Graduate School of Biomedical Sciences  
School of Nursing  
School of Health Professions  
School of Pharmacy

## TABLE OF CONTENTS

### STATEMENT OF ACCREDITATION

|  |    |
|--|----|
| PART I. INTRODUCTION   | 1  |
| 1.1. PURPOSE   | 1  |
| 1.2. SCOPE   | 1  |
| 1.3. DEFINITIONS   | 1  |
| 1.4. POLICY STATEMENT  | 1  |
| 1.5. PROCEDURES  | 1  |
| PART II. STUDENT RECORDS   | 1  |
| 2.1. RECORDS   | 1  |
| 2.2. ACCESS TO RECORDS   | 1  |
| 2.3. CORRECTION OF RECORDS   | 1  |
| 2.4. DISCLOSURE OF RECORDS   | 1  |
| 2.5. RECORDS OF STUDENT ACTIVITIES                                       | 1  |
| 2.6. RECORDS OF STUDENT FINANCIAL INFORMATION                            | 1  |
| PART III. WITHDRAWAL OF CONSENT  | 28 |
| 3.1. WITHDRAWAL OF CONSENT   | 28 |
| 3.2. EFFECTIVE DATE  | 28 |
| 3.3. EXEMPTIONS  | 28 |
| 3.4. RECORDS   | 28 |
| PART IV. ANTI-DISCRIMINATION AND SEXUAL MISCONDUCT POLICY AND PROCEDURES | 32 |
| 4.1. ANTI-DISCRIMINATION POLICY  | 32 |
| 4.1.1. PROHIBITED PRACTICES  | 32 |
| 4.1.2. REPORTING AND INVESTIGATION                                       | 32 |
| 4.1.3. RECORDS   | 32 |
| 4.1.4. EXEMPTIONS  | 32 |
| 4.1.5. RECORDS   | 32 |
| 4.2. SEXUAL MISCONDUCT POLICY  | 32 |
| 4.2.1. PROHIBITED PRACTICES  | 32 |
| 4.2.2. REPORTING AND INVESTIGATION                                       | 32 |
| 4.2.3. RECORDS   | 32 |
| 4.2.4. EXEMPTIONS  | 32 |
| 4.2.5. RECORDS   | 32 |
| PART V. STUDENT RECORDS  | 43 |
| 5.1. RECORDS   | 44 |
| 5.2. ACCESS TO RECORDS   | 44 |
| 5.3. CORRECTION OF RECORDS   | 44 |
| 5.4. DISCLOSURE OF RECORDS   | 44 |
| 5.5. RECORDS OF STUDENT ACTIVITIES                                       | 44 |
| 5.6. RECORDS OF STUDENT FINANCIAL INFORMATION                            | 44 |
| PART VI. REGISTRATION OF STUDENT ORGANIZATIONS                           | 50 |
| 6.1. RECORDS   | 50 |
| 6.2. ACCESS TO RECORDS   | 50 |

|   |    |
|---|----|
| PART VII. USE OF UNIVERSITY SPACE, FACILITIES, AND AMPLIFICATION EQUIPMENT..... | 53 |
| PART VIII. SOLICITATIONS, ADVERTISEMENTS AND PRINTED MATERIALS.....             | 55 |
| PART IX. STUDENT TRAVEL POLICY.....   | 57 |
| 1. General Travel Policy.....   | 1  |
| 2. Travel by Air.....   | 1  |
| 3. Travel by Rail.....  | 1  |
| 4. Travel by Motor Vehicle.....   | 1  |
| 5. Travel by Water.....   | 1  |
| 6. Travel by Bus.....   | 1  |
| 7. Travel by Airline.....   | 1  |
| 8. Travel by Motor Coach.....   | 1  |
| 9. Travel by Train.....   | 1  |
| 10. Travel by Automobile.....   | 1  |
| 11. Travel by Water.....  | 1  |
| 12. Travel by Bus.....  | 1  |
| 13. Travel by Motor Coach.....  | 1  |
| 14. Travel by Train.....  | 1  |
| 15. Travel by Automobile.....   | 1  |
| 16. Travel by Airline.....  | 1  |
| 17. Travel by Water.....  | 1  |
| 18. Travel by Bus.....  | 1  |
| 19. Travel by Motor Coach.....  | 1  |
| 20. Travel by Train.....  | 1  |
| 21. Travel by Automobile.....   | 1  |
| 22. Travel by Airline.....  | 1  |
| 23. Travel by Water.....  | 1  |
| 24. Travel by Bus.....  | 1  |
| 25. Travel by Motor Coach.....  | 1  |
| 26. Travel by Train.....  | 1  |
| 27. Travel by Automobile.....   | 1  |
| PART X. MISCELLANEOUS POLICIES.....   | 63 |

|  |    |
|--|----|
| PART XI. STUDENT COMPLAINT OR GRIEVANCE POLICIES AND PROCEDURES..... | 78 |
| a. ) d, ) - d, ) d, ) d, ) d, ) .....                                | ✓  |
| b. ) d, ) - d, ) d, ) d, ) .....                                     | ✓  |
| c. ) d, ) - d, ) d, ) d, ) .....                                     | ✓  |
| d. ) d, ) - d, ) d, ) d, ) .....                                     | ✓  |
| e. ) d, ) - d, ) d, ) d, ) .....                                     | 0  |
| f. ) d, ) - d, ) d, ) d, ) .....                                     | 0  |
| g. ) d, ) - d, ) d, ) d, ) .....                                     | 1  |
| h. ) d, ) - d, ) d, ) d, ) .....                                     | 1  |
| i. ) d, ) - d, ) d, ) d, ) .....                                     | 1  |
| j. ) d, ) - d, ) d, ) d, ) .....                                     | 1  |

PART XII. CONTACT INFORMATION FOR STUDENT SERVICES PERSONNEL ..... 83

## STATEMENT OF ACCREDITATION



## **PART I. FOREWORD**

## A. General Policy

1. *General policy* is a set of principles and rules that guide the organization's actions and decisions. It provides a framework for how the organization will operate and what it stands for. General policies typically cover areas such as mission, vision, values, and ethical standards.

2. *Strategic planning* is a process of identifying the organization's long-term goals and developing a plan to achieve them. It involves analyzing the internal strengths and weaknesses of the organization, as well as external opportunities and threats. Strategic planning helps the organization to stay competitive and relevant in its industry.

3. *Operational efficiency* refers to the ability of an organization to perform its tasks effectively and efficiently. This can be achieved through the implementation of best practices, continuous improvement, and the use of technology. Operational efficiency is crucial for the success of any organization.

4. *Employee engagement* is the level of commitment and involvement that employees have in their work. A highly engaged workforce is more likely to be satisfied with their job, have higher levels of motivation, and be more productive. Employee engagement can be promoted through various means, such as recognition programs, career development opportunities, and a positive work environment.

5. *Customer satisfaction* is the level of satisfaction that customers have with the products or services offered by an organization. A satisfied customer is more likely to purchase again and recommend the organization to others. Customer satisfaction can be improved through the implementation of quality management systems, effective communication, and responsive customer service.

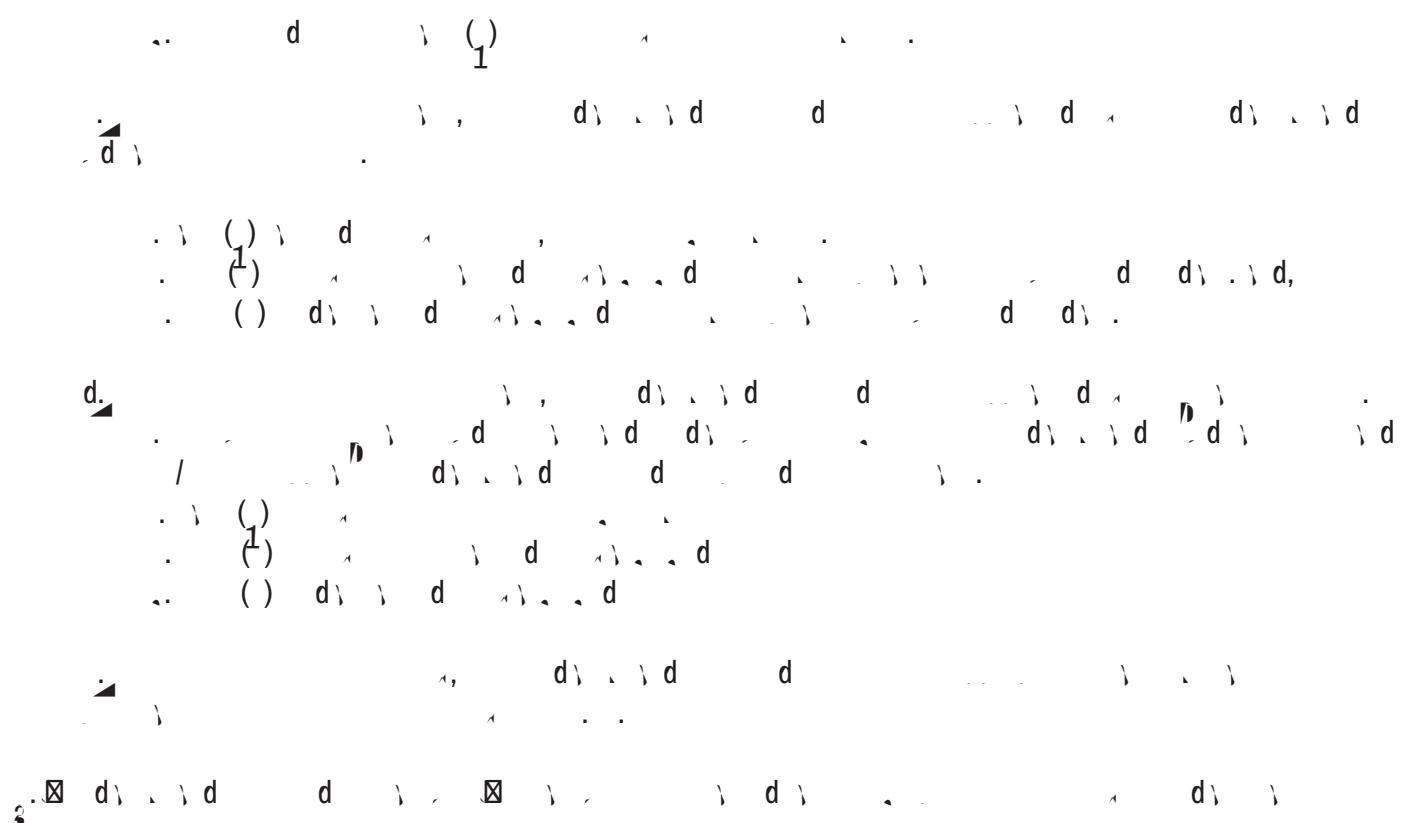




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$0 \otimes d \lambda \rightarrow d \lambda \rightarrow -\lambda d \rightarrow \lambda d , \lambda d , \lambda d \lambda d ,$   
 $d \lambda \lambda \rightarrow \lambda d , \lambda d \rightarrow -d \lambda \rightarrow \lambda d d \lambda \lambda d \lambda$

$1 \otimes d \lambda \rightarrow d \lambda \rightarrow -\lambda \rightarrow -d \lambda \rightarrow d \lambda$





## **PART II. CODE OF PROFESSIONAL CONDUCT ("STUDENT CODE")**

#### A. General Policy

A handwritten musical score for a single instrument, likely a recorder or flute. The score consists of four staves of music, each with a key signature of one sharp (F#) and a common time signature. Measure 1 starts with a whole note followed by a half note. Measures 2 and 3 show a repeating pattern of eighth-note pairs. Measure 4 concludes with a half note followed by a whole note. The notation includes vertical stems and horizontal bar lines.

#### **B. Disciplinary Jurisdiction**

## C. Violation of Law and TTUHSC Discipline

#### D. Misconduct

1. *State law will be strictly enforced at all times on all property controlled by the University and is inclusive of all regional sites and its components.*

1

2. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

3. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

4. *State law will be strictly enforced at all times on all property controlled by the University and is inclusive of all regional sites and its components.*

B

5. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

6. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

7. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

8.

9. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

10. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

11. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

12. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

13. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*

4

14. *University employees, students, visitors, contractors, vendors, and other individuals shall not commit acts of misconduct or violate laws, rules, regulations, policies, or procedures of the University or the State of Florida.*





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· · } , , d } } .

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18. d) } } d. } }

\ , \ ) - d \ d - - ) . - d ) \ \ \ \ \ \ d .

14                    

→ d → - } → x } → } → }

12 ) d) d) )

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1 } } d/ } A } } - d

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. Also refer to [TTUHSC OP 76.32, Traffic and Parking Regulations](#).



#### E. Other Professional and Ethical School Standards

$$\begin{array}{r} \overline{d} \quad d \quad d \quad d \quad d \\ d \quad d \quad d \quad d \quad d \\ \hline d \quad d \quad d \quad d \quad d \end{array}$$

d ) , d ) .

— d ) ) ) ) — d ) d d ) d d ) .

— d ) ) ) ) — d ) d d ) d d ) .  
d ) , d ) d d ) , d ) .

— d ) ) ) ) — d ) d d ) d d ) .  
d ) , d ) d d ) , d ) .

**F. Disciplinary Procedures** Academic issues, such as grading and promotion issues, should be addressed by each school's policies and procedures.

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Evidence Exchange. ( ) d , ) , , d  
), ), d , ).

Hearing Attendance. d d d d d d d d

Witnesses.

Parties Witnesses. . . . . d . . . d . . . d . . . . . . . . . . . . . . .

**A. Procedural Questions.** d d d d d d d d d d d d d

*Failure to Appear.*      d    d\      d    \ d \ d    \    d\ , \ d    d  
d    d\      d    \ d    d\ d    d\ , \ d    d\ , \ d  
d    d\      d    d\ , \ d    d\ , \ d    d\ , \ d    d\ , \ d  
d\ , \ d    d\ , \ d    d\ , \ d    d\ , \ d    d\ , \ d

Findings and Recommendations.

*Appeal.* ) , ( ) ) d , ) d ) ) p ) , ) , ) d  
d , ) , ) d , ) , ) d , ) , ) d , ) , ) d

## G. Sanctions

. Failing Grade or Cancellation of Credit. \ d \ \ \ \ \ \ , \ d / \ \ \ \ \ \ , \ d .

Censure. d d d d d d d d d

*Probation.* d d d d d d d d d d d d d d

d. *Loss of Privileges.* d. d. d. d.

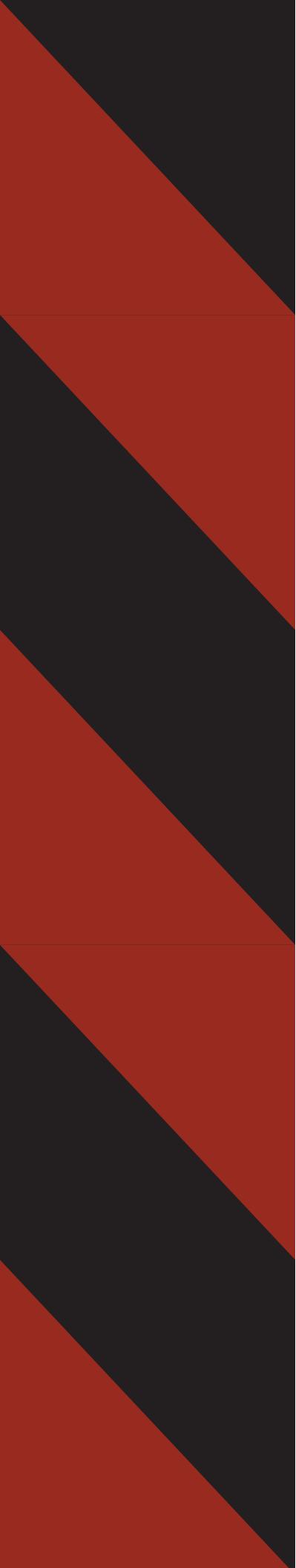
*R*estitution. *R*estitution, *d*emands *a* *l*aw.

*Discretionary Sanctions.*

*Suspension.* d\ d\ d( ) d  
d\ d\ d\ d\ d\ d

*. Dismissal With or Without Readmission.*





## **PART III. WITHDRAWAL OF CONSENT**

A

1 2 3

v



- 4
- . Procedural Questions.
- . Recordings.
- . Appeal to President.
- . Appeal to the Board of Regents.



## A. Introduction

| CONTACT | PHONE | ADDRESS | EMAIL |
|---------|-------|---------|-------|
|         |       |         |       |

— } — } — } — } — } — } — } — } — } — }

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1) d 2) d 3) d 4) d 5) d 6) d 7) d 8) d 9) d

This image shows a page of handwritten musical notation on five-line staff paper. The notation uses vertical stems with horizontal dashes to represent pitch over time. Some notes have small 'd' or 'dd' subscripts. Numerical markings like '1 2' and '3' are present. The music is divided into measures by vertical bar lines.

... d  
d, d





... } d } .

d)      d      d      d      d      d      d      d      d, /  
      d)      d      d,      d      d,      d      d,      d      d, /  
      d      d      d      d      d      d      d      d      d, /  
      d      d      d      d      d      d      d      d, /  
      d      d      d      d      d      d      d      d, /

d.

d

d

(0)

d.



## **PART V. STUDENT RECORDS**



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1.  $\left( \frac{1}{2} \cdot \frac{1}{2} \cdot \frac{1}{2} \right)$

## **F. Student's Request to Amend Records**

## G. Release of Student Directory Information

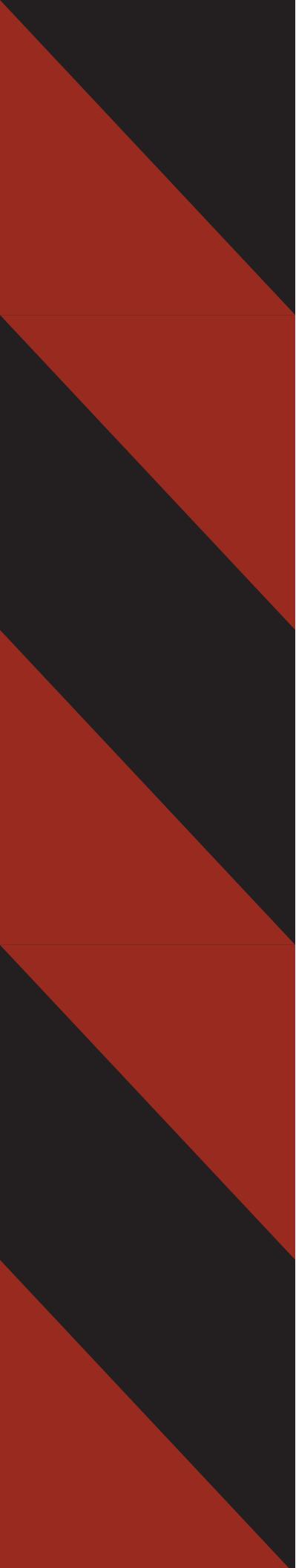
#### **H. Destruction of Records**

4

## I. Letters of Recommendation

— d — d — } d — d — } d — d — } 4' d d, d d } d d } 1'

J. Medical Records



## **PART VI. REGISTRATION OF STUDENT ORGANIZATIONS**

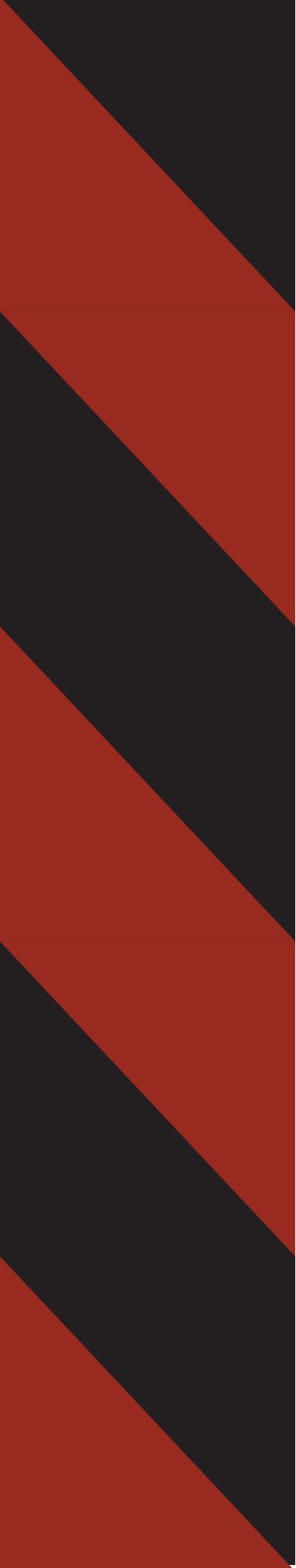
## A. Conditions for Registration

## B. Faculty or Staff Advisor

### C. Conditions for Maintaining Registration

1) d v v v v , d v v v v , v v v v v .  
v v v v v , v v v v v , v d d v v v , v v v v v , (1) v d v d v v v .  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v d v d v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
d. v v v v d v v v v , v d v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
, v d v d v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v d d v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,  
v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v , v v v v v ,

#### D. Denial of Registration



## **PART VII. USE OF UNIVERSITY SPACE, FACILITIES AND AMPLIFICATION EQUIPMENT**





## **PART VIII. SOLICITATIONS, ADVERTISEMENTS AND PRINTED MATERIALS**





## **PART IX. STUDENT TRAVEL POLICY**

A. TTUHSC OP 77.08, Section Tra el Police

1. d)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  e)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  f)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

d)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  e)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  f)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

g)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  h)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  i)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

j)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  k)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  l)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

m)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  n)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  o)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

p)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  q)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  r)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

s)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  t)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  u)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

v)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  w)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  x)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

y)  $\frac{d}{dx} \left( \frac{1}{x^2} \right)$  z)  $\frac{d}{dx} \left( \frac{1}{\sqrt{x}} \right)$  aa)  $\frac{d}{dx} \left( \frac{1}{x^3} \right)$

## B. Travel Using University Owned Vehicles

Appropriate Use. 1. Drivers.

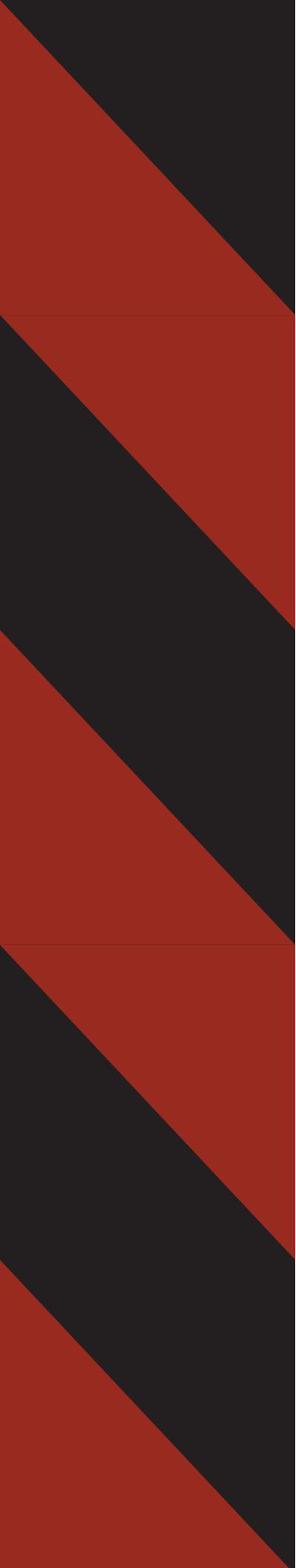
## *. Operator Conduct.*

. . SHALL NOT

#### 4. Policy Concerning Use of Personal Vehicles by Students.

#### **D. Policy Concerning Student Releases and Medical Authorization**

4.      }      }      d      }      -      , } d      }      d  
}      d\ }      K      } } d, d      }      }      } d\ }      K      d\ } d  
}      d\ }      K      }      K      d      } } d\ } d      -      .  
}      d\ }      K      }      K      d      } } d\ } d      -      .



## **PART X. MISCELLANEOUS POLICIES**

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$\frac{1}{2} \cdot d \quad \backslash \quad \backslash \quad d \quad \backslash$

4.  $\frac{d}{dx} \ln x = \frac{1}{x}$

1

d) d)

6. - } d }

133

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... } } } d  
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... d

— 1 —

1.      2.      3.      }      }      .

• d

1 2 3

6

$\sqrt{4^2} = \underline{\hspace{2cm}} \cdot \underline{\hspace{2cm}} \cdot \underline{\hspace{2cm}} \cdot \underline{\hspace{2cm}}$

## *Medical and Religious Exemptions*

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1 11

d      } , }

all entering students

4 (# 1). 14 ) d )

100

$\frac{1}{1} \cdot \frac{1}{1} = \frac{1}{1}$

• D

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1 d

... d ) ... d )

... } } .

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100

d. } .

d)



d } . } , . } , . d } . } , . d } . } , .

$\lambda \backslash d \backslash \lambda$

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- d )

d d } , d d } , d d } , d } , / } , d }

1.      2.      }      3.

11 d

1. D (d) )

$d^0$ ,  $d^{-1}$ ,  $d^1$ ,  $d^2$ ,  $d^3$ ,  $d^4$ ,  $d^5$

13. D

Opportunity Policy and Affirmative Action Plan. // . d / / / | 1 1 1 . d, Equal Employment

14

*Non-faculty Employee Complaint and Grievance Procedures.*

1

1

$$0 \leq d_4 \leq d_1, \quad d_4 \geq 0), \quad d_1 \leq d_4 \leq \frac{1}{2}, \quad d_4 \geq 0$$

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d. } } } } . d } , } } }

1  $\rightarrow$  d / d

.) d ) ) d d ) d d )

d d d d d d d d d d d d d

The Student Health Fee covers only those services provided by the Family & Community Medicine clinic and specific laboratory and radiology service performed at cooperating locations. **All other charges incurred are the responsibility of the patient.**

d

100.00

d. Students are expected to have hospitalization insurance coverage for each semester enrolled. Students should be prepared to provide proof of coverage at the time of registration.

d) d / d) - ,

$$0. \quad \quad \quad \quad \quad \quad d$$

d \

d \

d \



## Withdrawal / Refund Policies

## Refund Policies (Institutional and Title IV Withdrawal / Refund Policies)

## Institutional Refund Policy

| Term  | Class Day        | Percent of Refund of Charges |
|---|------------------|------------------------------|
| Summer - More than 5 weeks but less than 10 weeks in duration | 1 d 4 d<br>- 4 d | 100%<br>1                    |
| Fall, Spring or Summer - Duration of 10 weeks or longer       | 1 d 4 d<br>- 4 d | 100%<br>1                    |

| Term  | Class Day | Percent of Refund of Charges |
|---|-----------|------------------------------|
| Fall, Spring or Summer - Duration of 10 weeks or longer | d         | 100%                         |
|   | 1 d       | 10%                          |
|   | 1 \ d     | 0%                           |
|   | d \ d     | 0%                           |
|   | 4 d       | %                            |
|   | 1 d \ d   | \                            |

Students who withdraw from TTUHSC or drop all courses during a term that receive(d) financial aid.

1) \$ d - % d - \$ d - , d .  
2) \$ d - \$ - , d .



## **PART XI. STUDENT COMPLAINT OR GRIEVANCE POLICIES AND PROCEDURES**

1. Complaints regarding general or academic misconduct of another student  
2. Complaints regarding discrimination  
3. Complaints regarding student records  
4. Complaints regarding employment at TTUHSC

#### A. Complaints regarding the general or academic misconduct of another student

1. Complaints regarding general or academic misconduct of another student

#### B. Complaints regarding discrimination

1. Complaints regarding discrimination

- 1.0, Access for Individuals with Disabilities
- 1.4, Equal Employment Opportunity Policy and Affirmative Action Plan

#### C. Complaints regarding student records

1. Student Education Records

#### D. Complaints regarding employment at TTUHSC

1. Non-faculty Employee Complaint and Grievance Procedures

#### E. Complaints regarding grades or grading

#### **F. Complaints regarding other types of mistreatment**

## G. Other Institutional-Level Student Complaint Procedures

1. *Student Grievance Procedure*

The student grievance procedure is a process for resolving complaints or grievances related to student conduct, academic performance, or other institutional policies. It typically involves several steps:

- Initial Complaint:** A student files a written complaint with the appropriate office or administrator.
- Investigation:** The office or administrator investigates the complaint to determine its validity and identify any issues.
- Resolution:** The office or administrator attempts to resolve the issue through negotiation, mediation, or other means.
- Appeals:** If the student is dissatisfied with the resolution, they may file an appeal to a higher authority or committee.
- Final Resolution:** The final decision is made by the appeals committee or the appropriate administrative body.

2. *Student Conduct Appeals Procedure*

The student conduct appeals procedure is a process for challenging a finding of violation of student conduct rules. It typically involves the following steps:

- Initial Finding:** A student is found guilty of a violation of student conduct rules.
- Appeal:** The student files an appeal with the appropriate administrative body or committee.
- Review:** The appeal is reviewed by the committee, which may hear testimony and consider evidence.
- Decision:** The committee makes a final decision regarding the appeal.

3. *Academic Appeals Procedure*

The academic appeals procedure is a process for challenging a finding of violation of academic rules. It typically involves the following steps:

- Initial Finding:** A student is found guilty of a violation of academic rules.
- Appeal:** The student files an appeal with the appropriate administrative body or committee.
- Review:** The appeal is reviewed by the committee, which may hear testimony and consider evidence.
- Decision:** The committee makes a final decision regarding the appeal.

4. *Other Institutional-Level Complaint Procedures*





## **PART XII. CONTACT INFORMATION FOR STUDENT SERVICES PERSONNEL**

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