

NUMBER: 609

SUBJECT: STUDENT RIGHTS AND RESPONSIBILITIES

APPROVAL DATE OF LAST REVISION: AUGUST 15, 2005; JANUARY 24, 2011; NOVEMBER 23, 2015

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**609.1 – POLICY**

The training environment at Bridgerland Technical College (BTECH) is in an ideal atmosphere where respect for all individuals exists. Therefore, students enrolled at the College accept the obligation to conduct themselves in an appropriate manner acceptable at an institution of higher learning.

The College has established procedures that provide standards and fair treatment for its students.

**609.2 – PROCEDURES**

The College attempts to simulate, as closely as possible, on-the-job working conditions in preparation for the placement of students. Students not complying with such conditions may be dismissed for the following reasons:

- Not meeting the satisfactory progress requirements. Student status will be determined by the student's attitude, instructor's recommendation, and the counselor's decision.
- Failure to pay fees or take responsibility for making arrangements for payment.
- Not maintaining academic ethics and honesty, including but not limited to: cheating; plagiarism; giving, selling, or receiving unauthorized course or test information; and infringing on copyright laws.
- Additional infractions including, but not necessarily limited to:
  - Excessive "tardies."
  - Annoying "Clowning around," or otherwise disturbing other students or the instructor.
  - Lack of class materials or equipment and/or chronic failure to make arrangements with the instructor in case of student difficulty in obtaining these.
  - Complete lack of cooperation.
  - Rude, discourteous behavior including, but not limited to: excessive or abusive profanity.
  - Horseplay in class. Horseplay around machinery will not be tolerated. Students will be removed from class immediately.
  - Gross untidiness or neglect of personal hygiene.
  - Physical harm to others or threat of physical harm to others and dangerous or abusive usage of tools and materials.
  - Destruction of school property.
  - Theft of property belonging to the school or others.
  - Use of, possession of, or trafficking of controlled substances or drug related paraphernalia (illegal drugs) in class or on the premises.
  - Possessing, using, selling, or attempting to sell any firearm, facsimile of a firearm, knife, explosive or firework device, chemical weapons, flammable materials, martial arts weapons, or other instruments including those

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which can eject anything, or any other dangerous object which, when used as a weapon, can inflict bodily harm on or around school property or at school activities or functions.

- Frequent or fragrant willful disobedience of proper and legal authority by word or action.
- Not complying with the Sexual Harassment Policy.
- Failure to adhere to the Acceptable Use Policy (i.e., inappropriate computer use).
- Failure to stay current on payment plans and/or course payments.
- Failure to pay debts owed to the College including, but not limited to: tuition, fees, collections costs, and attorney fees for which they are liable.
- Falsification of the time clock.