HELPING YOU STAY CONNECTED FROM START TO FINISH

ADMISSIONS
INSTAGRAM @DSC_NEWS
TWITTER @DSC_NEWS
FINANCIAL AID
MYDAYTONASTATE
ATHLETICS
ACADEMICS
STUDENT LIFE
FACEBOOK DAYTONA.STATE.COM
CATALOG

Student Handbook/Planner 2015-2016

GET THERE FASTER!
SCAN CODES WITH YOUR PHONE TO GET TO THE WEB PAGES YOU NEED.

DAYTONA STATE COLLEGE
DAYTONASTATE.EDU
Campus Directory

Advanced Technology College.......... 506-4100
Daytona Beach Campus.................. 506-3000
DeLand Campus.................................. 785-2000
Deltona Campus................................ 789-7300
Flagler/Palm Coast Campus............. 246-4800
New Smyrna Beach-Edgewater Campus.. 423-6300

Academic Advising
Daytona Beach
- Wetherell Center (B/100) R/105 .......................... 506-3661
DeLand
- Student Services Center (B/7) R/100 .......................... 785-2076
Deltona
- Fathi Hall (B/1) R/217 .................. 789-7309
Flagler/Palm Coast
- Academic Hall (B/2) R/100J ........... 246-4845
New Smyrna Beach-Edgewater
- Student Services Center (B/1) R/110A .......................... 423-6321

Academic Support Center
Daytona Beach
- Baker Academic Support Center (B/500) R/124A .......................... 506-3673
- Karl Learning Resources Center (B/210) R/102 .......................... 506-4217
DeLand
- Bert Fish Hall (B/6) R/217 ........... 785-2087
Deltona
- Fathi Hall (B/1) R/104 ............... 789-7306
Flagler/Palm Coast
- Academic Hall (B/2) R/119 ........... 246-4851
New Smyrna Beach-Edgewater
- Student Services Center (B/1) R/110A .......................... 423-6329

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Daytona Beach
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DeLand
- Student Services Center (B/7) R/104 .......................... 785-2002
Deltona
- Fathi Hall (B/1) R/203 ............... 789-7310
Flagler/Palm Coast
- Academic Hall (B/2) R/100 .......... 246-4805
New Smyrna Beach-Edgewater
- Student Services Center (B/1) R/105 .......................... 423-6302
- Student Services Center (call DB) .......................... 423-6305

Adult Education(GED)
Daytona Beach
- Greene Center (B/300) ............... 506-3352
DeLand
- Greene Center (B/300) ............... 506-4495

English for Speakers of Other Languages (ESOL)...................... 506-3820
DeLand ........................................ 785-2212
Deltona ........................................ 789-7339
Flagler/Palm Coast ...................... 246-4825
New Smyrna Beach-Edgewater ....... 423-6335

Aquatic Center ................................ 506-4386

Assessment
Daytona Beach
- Wetherell Center (B/100) R/107 .......................... 506-3067
DeLand
- Student Services Center (B/7) R/117 .......................... 785-2029
Deltona
- Fathi Hall (B/1) R/206 ............... 789-7307
Flagler/Palm Coast
- Smolen Center (B/1) R/115C .......... 246-4844
New Smyrna Beach-Edgewater
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Athletics ........................................ 506-3178

Bookstore - www.efollett.com
Daytona Beach ................................ 506-3234
........................................ 252-2206
DeLand ........................................ 785-2020
New Smyrna Beach-Edgewater ...... 423-6314
Flagler/Palm Coast (call DB) ....... 506-3234
- ATC (call DB) .......................... 252-2206

Campus Safety ................................ 506-4444

Career Placement Services
Daytona Beach
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DeLand
- Student Services Center (B/7) R/136 .......................... 785-2082
Deltona
- Fathi Hall (B/1) R/208 ............... 789-7316
Flagler/Palm Coast
- Academic Hall (B/2) R/10C ........... 246-4824
New Smyrna Beach-Edgewater
- Student Services Center (call DB) .......................... 506-3073

Computer Commons
Daytona Beach Campus Library 
- Karl Learning Resources Center (B/210) .......................... 506-3928

Center for Interactive Media/WDSC-TV 15
........................................ 506-4415

Co-Curricular Activities
Daytona Beach
- Lenholt Student Center (B/130) R/113 .......................... 506-3131
DeLand
- Student Services Center (B/7) R/148 .......................... 785-2202

Crisis Intervention and Student Ombudsman
Daytona Beach
- Wetherell Center (B/100 Annex) R/108 .......................... 506-3038
All other campuses .......................... 506-3038

Credit Union
Daytona Beach
- Greene Center (B/300) R/122 ........... 506-3040

Cultural Arts Box Office ............... 506-3042

Dental Hygiene Clinic ............... 785-2060

FalconAID Help Desk ............... 506-4243

MORE DIRECTORY LISTINGS ON OPPOSITE INSIDE COVER
Welcome to Daytona State College

How to use the Student Handbook/Planner

The Student Handbook/Planner provides you with information and campus resources that can help you achieve your short- and long-term goals.

Use it not only as a source of information, but as a tool to plan your days and weeks with your goals in mind.

Students who follow this advice tend to be more successful than those who do not keep up with their schedules or make use of the many campus resources available to them.

The Handbook section contains information about student life on campus, student development services, academic support programs and college policies and procedures.

The Planner section includes important dates, such as when classes begin and end, enrollment and other critical deadlines, campus event and activity dates and holidays.

Personalize it with your own appointments, assignment due dates, exam dates, etc. Review each section of the Handbook/Planner and use it to connect with people who can help you overcome obstacles and achieve your goals.

Use the Campus Directory on the first page to find phone numbers and locations for campus offices and facilities.

Getting Quick Answers

Your first week or so of college can be both exciting and exhausting. First, you must go through the admissions and enrollment procedures. You may need to change your original class schedule, or get transcripts or other student records.

You will need to pay for your classes, find your classes, meet your instructors and other students, get books and the list goes on. As you experience all of these unfamiliar places and procedures, keep in mind two valuable sources of information:

The Q & A Center
Located on the first floor of the Wetherell Student Services Center (Bldg. 100) on the Daytona Beach Campus, the Q & A staff can answer most of your questions or point you in the right direction for more information.

The Q & A staff also handles:
- Appeal applications. Responses to your appeal application or complaint will be sent to your FalconMail address;
- Enrollment verification requests;
- Late registration requests;
- Equity concerns.

The Falcon Center
Works with the Q & A Center to assist you with the following services:
- Printing class schedules;
- Registering for classes;
- Adding/dropping or withdrawing from classes;
- Address changes;
- Online orientation;
- Reset PINS;
- Requests for official transcripts or printing unofficial transcripts.

If you are at a branch campus, you can get quick answers to most of your questions in the Enrollment Services Office.
Dear Student,

Welcome to Daytona State College!

We’re delighted to serve as your next step toward a promising future through higher education. At Daytona State, you’ll find a collegiate experience designed to match your needs, and paths to reach your goals. Along the way, we’ll give you support and guidance to succeed and complete your program, along with many activities and organizations to round out your college experience.

This handbook offers important information regarding college resources, policies and procedures that will help you become a successful student at DSC.

Our academic programs, from adult education and certificates through associate and bachelor’s degrees, are pathways to advance your personal and professional plans. Plus, you can connect to student life at DSC by exploring our wide range of services and extracurricular activities that enrich your time in college and success as a student. In fact, research shows that students who engage in the full college experience tend to be more successful.

Here are a few examples of DSC support and activities:

• For extra help with your classes, stop in for free tutoring at our Academic Support Centers on each of our campuses.

• Financial Aid Services can help you find a campus job so you can earn money and gain valuable work experience.

• If you need help choosing a major, visit our Career Center, where advisors can match your strengths to a program with the right career path for you.

• For learning opportunities outside the classroom, you can get involved in student activities such as Student Government or one of our 50 clubs and organizations.

• Check out DSC intramural sports and athletics – you can see volleyball, basketball, golf, softball and baseball games during season play each school year.

Again, welcome to Daytona State College – I wish you the best during your time with us, and look forward to seeing you join our thousands of successful alumni throughout the region and beyond.

Sincerely,

Thomas LoBasso, Ed.D.
President, Daytona State College
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Student Life

GETTING STARTED ON CAMPUS

The following offices and services will help you get started on campus. You will most likely need some of these services from time to time throughout your studies at Daytona State College:

**ADMISSIONS** - This is your first stop for enrolling in courses. Admissions staff can help you whether you are being admitted to the college for the first time or seeking re-admission. They can explain residency requirements for tuition purposes and answer questions about admission requirements for international students. They collect all of the important information and documents, such as transcripts, that will become a part of your student records.

**ASSESSMENT** - Also known as the “Testing Center,” Assessment is where you can get information about specific tests and arrange to take any placement tests that are required as part of the admissions/enrollment process for various programs of study. In some cases, you may need to visit the Assessment Center to take a make-up exam in one of your classes. Some program certification exams are also available. Always bring a photo ID with you when you plan to take a test at the Assessment Center.

**TRANSFERRING FROM ANOTHER COLLEGE OR UNIVERSITY** - If you have attended another institution in the past, then you are considered a transfer student. You must submit all transcripts from any other college or university you attended to DSC for evaluation. Grades you received at other institutions, except grades in developmental courses, will be included in your cumulative grade point average.

Grades of “F” and “W” will not be transferred in, but they will count toward financial aid satisfactory academic progress. More information on the college's transfer evaluation policies can be found on the Records and Registration section of the college website, as well as in the college catalog.

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OnTime Finish Plans

Daytona State’s OnTime Finish plans give you a clear path to get the right classes and graduate on time with your associate of arts university transfer degree.

You decide whether you want to complete your degree in two years or three, depending on your life circumstances, and we’ll help you make sure it happens.

OnTime Finish plans feature:
- Help setting your goals
- Pre-planned program schedules
- Guaranteed classes
- Elective classes starting your first semester
- Ability to track your success

With OnTime Finish plans, you’ll get the advice and guidance you need, and a clear academic plan that guarantees the classes you need when you need them. Speak with an academic advisor for details.

**ACADEMIC ADVISING** - Whether you are a new or continuing student, academic advisors can help you get on track and stay on track toward your goals. If you are a new student, advisors will interpret your placement test scores and discuss your course options and requirements with you. This is the place to discuss your academic and career goals so that you can make a good decision about which program of study is best for you. As a continuing student, you can get information about transferring to a university.

**Want to change your major?**

Talk to an academic advisor to find out what you need to do. Other services available to you through Academic Advising include:
- Degree checks and information about DSC’s bachelor’s programs.
- Support for developmental students.
- Information about college operations and policies.
- Assistance with referrals to other college services.
- Help with course registration problems.
FINANCIAL AID - This department can help you explore your options for financing your college education. The earlier you contact them the better. More details on what they can do for you can be found in the “Paying for Your Classes” section.

ORIENTATION - Taking a simple online orientation is an important and required step in the enrollment process for all new and readmitted students. You can complete the orientation by going on the college website and logging in to your FalconNet account.

STUDENT IDS - Get a free student ID card by taking a copy of your class schedule and a picture ID to Campus Safety on the Daytona Beach Campus or to the administration offices at any of the other campuses. You will need your student ID card to use library, academic support centers, aquatics and fitness centers and many other campus services. Always keep your student ID handy. This will help Campus Safety Officers if you need assistance.

PARKING DECALS - You will need one if you plan on parking your car on campus. Pick up a free parking decal at Campus Safety on the Daytona Beach Campus or the administrative offices at any of the other campuses.

ONLINE SERVICES

Many college services are available online through the MyDaytonaState portal. Once you are admitted to the college, a unique Student Identification Number, User Name (FalconMail email address) and Password will be created for you within one business day.

USER NAME: The ‘User Name’ is the prefix of your FalconMail (e.g. Jane_Smith344@FalconMail.DaytonState.edu would be Jane_Smith344). Note: if you have a commonly used name/last name, there will be a series of numbers added after your last name.

YOUR PASSWORD: When your account is first created, you are assigned a default password that you can use to log in to the system the first time.

- For those whose account was created prior to March 5, 2015, and have never changed it, your default is in the following format: Dsc (Capital D, lowercase s, lowercase c) + Your birthdate in MMDDYY format.

For example: If you have a birthdate of January 1, 1990, the resulting password would be Dsc010190.

- For those whose account was created on or after March 5, 2015, and have never changed it, your default is in the following format: Dsc (Capital D, lowercase s, lowercase c) + Your birthdate in MMDDYY format + the last five digits of your Social Security Number (SSN).

For example: If you have a birthdate of January 1, 1990, with an SSN of 123-45-6789, the resulting password would be Dsc01019056789.

IMPORTANT: We encourage you to change your password after logging in the first time using the “Change Password” option located in your student account portal (MyDaytonaState) “Home” tab. The first time you log in to the portal, you will be required to provide a security question and answer. This is for your security in case you forget your password and attempt to change it. Your password is important; keep it safe. This password allows you to access to MyDaytonaState (this portal), Falcon Online, FalconMail and other online services. When you change your password, you are changing your password for all of these services and more.

FALCONNET TAB IN YOUR MYDAYTONASTATE PORTAL - This is where you can access your student records, register for classes and conduct many transactions with the college at any time from any Internet-capable device.
**Student Life**

**FALCONMAIL** - All students, faculty and staff at the college are connected via the email service called FalconMail, which is an implementation of Microsoft's Office 365. You should check your FalconMail on a regular basis because this is the primary means by which the college will communicate with you. Information about your financial aid, registration and other important reminders may be sent to your FalconMail account.

**STUDENT HELP DESK** - For technical assistant please contact the FalconAID Student Help desk at (386) 506-4243 or FalconAid@DaytonaState.edu or visit our web page at http://www.DaytonaState.edu/FalconAid. You can also visit the Student Help Desk on the Daytona Beach Campus, Greene Center, (Bldg. 300), Rm. 109.

We also offer assistance with your smart devices in areas such as:
- MyDaytonaState Student Portal
- MyDaytonaState Student Portal password help
- Viewing/accessing important service areas such as: Financial Aid, Admissions, Registration, etc.
- Searching for available courses
- Falcon Online support
- Download certificate (Join-DSCWireless) to smart devices to gain access to our FalconSecure WIFI
- FalconSecure wireless login
- UCF Students: creating temporary accounts (user/password) to grant access to DSC's computer labs
- Directions to appropriate academic departments
- Assistance with smart devices (i.e., laptops, iPads, tablets, smart phones) in topics related to college resources/services (only)

**ONLINE ADVISING** - You can receive academic advising via your FalconMail email account. Please include your student ID in your email to: Advising@DaytonaState.edu.

**ONLINE ADMISSIONS** - Apply for admission online by selecting the “Apply Now” option on the college web page or by clicking on the Admissions page. Remember, if you want to enroll in one of the college's bachelor's programs, you must be re-admitted to the college under the new program.

**YOUR STUDENT RECORDS** - The Federal Education Rights to Privacy Act (FERPA) protects your student records. Therefore, the college will not release information about your grades, classes, etc., to your parents, spouse or anyone other than you without your permission.

If you want your records released to someone, you can file a “Release of Academic Information” with the Records Office. The FERPA law does allow the college to release “Directory Information,” which includes, but is not limited to, your name and city of residence, college sponsored email address, date of birth, enrollment status and major.

If you do not want this information released you must file a “Non-Release of Directory Information.”

Both of these forms can be found on the college website under Records. Your records cannot be discussed via email or over the phone. More information about FERPA can be found in the college catalog.

**GETTING BOOKS** - Daytona State College, in partnership with Follett Higher Education Group, operates the Daytona State College Bookstores. The Daytona State College Bookstores are the authorized source for required course materials, recommended study aids, school supplies, educationally discounted software, nursing and medical reference books, Daytona State clothing, gifts and more. Store hours and services vary by campus. Call a bookstore on a campus near you for more information. Shop your Daytona State bookstore online or visit one of our campus bookstores.
PAYING FOR YOUR CLASSES

When you enroll in classes, your class schedule will include a fee statement and a deadline for payment. If your fees are not paid by that deadline, your registration will be cancelled and you will no longer be enrolled in classes.

You may face late registration or reinstatement fees if you miss the payment deadline and need to re-enroll after classes have started. The best way to avoid this is to figure out how you are going to pay for your classes long before you enroll. There are many options: grants, loans, savings, scholarships, and the e-Cashier Payment Plan.

STUDENT ACCOUNTS - This is where your student financial account records are maintained. Whether you are receiving financial aid loans, grants, scholarships, waivers or you are covering your own costs, this is where all financial transactions between the college and students take place. You can pay your fees by cash, check or credit card, either online or in person at any campus.

Your Florida Prepaid College Fund can be applied to your account and you can get information regarding student refunds. All refunds, except credit card refunds, will be issued by our partner, Higher One.

In order to receive a refund, you must go to DSCOneCard.com to select how you would like to receive your refund. The DSCOneCard will be mailed to the address you have on file with the college when you enroll in classes. When you receive your DSCOneCard, go to DSCOneCard.com to select a refund preference for receiving your refunds and to get more information regarding your refund options.

COLLECTIONS - The college uses outside collection agencies to collect money owed from students. If you owe something, you will be sent a bill and will be given time to pay. If not, your account (and appropriate personal information) will be sent to one of the agencies and collection fees are added to what you owe. A hold is placed on your account until you no longer owe anything.

RETURNED CHECKS - The college charges a statutory fee, based on the amount of the check, for all checks returned by the bank for non-payment. A hold will be placed on the student’s records, diplomas, transcripts and future registrations until the fees are paid. Other legal actions may be taken if the amount is not paid in full within seven days.

FINANCIAL AID SERVICES - The Financial Aid staff can help you explore your options for financing your education. They can help you complete a Free Application for Federal Student Aid (FAFSA), which is the first step in determining your financial aid options. You should apply for financial aid at least six to eight weeks prior to the beginning of classes. Once you have completed the FAFSA, you can check the status of outstanding and received documents through Financial Aid Document Tracking on FalconNet.

SCHOLARSHIPS - The Daytona State College Foundation provides numerous donor scholarship opportunities for new and continuing students enrolled in college-level or vocational programs. Find out about Foundation scholarships by selecting the Admissions tab on the college website, then selecting Scholarships from the menu. Many state universities have designated scholarships for Daytona State College students who have completed their associate of arts degrees and met other criteria.

You can check out state university websites, or ask for help in the College Career and Placement Center.

JOBS ON CAMPUS - Another way to offset the cost of your education is to get a job on campus. Getting a job on campus can also help you explore career options and begin to build an employment history. Staff in the Financial Aid office can help you determine if you qualify for any Student Employment programs.
GETTING HELP WITH YOUR CLASSES

There are several places you can go at all campuses to get academic support. The important thing is to seek help early and as often as needed. Don’t wait until you are overwhelmed with your homework, assignments and tests to get help. You may even qualify for some special programs for students who meet certain criteria.

ACADEMIC SUPPORT CENTERS - The (ASC) provides a variety of services and resources that will help you become a successful independent learner:

- **Open-Lab Tutoring and Learning Sessions** - Available on all campuses and online in English, Mathematics, Sciences, Modern Languages, and most required courses.

- **Supplemental Instruction (SI)** - Weekly review sessions for students taking historically difficult courses.

- **Computer Resources and Technical Assistance** - Available at all ASC centers including computers, webcams, and printers as well as assistance with basic computer skills and course-related software platforms.

- **Preparatory Workshops** combining life and study skills with course concepts; **Digital Literacy** workshops on MS Office suite and college-related software; and more.

TUTORING - Professional tutors and students recommended by faculty and trained to serve as peer tutors provide individual and small group tutoring. They are available in the ASC on a walk-in basis.

SUPPLEMENTAL INSTRUCTION - Supplemental instruction targets traditionally difficult academic courses, such as College Algebra, Anatomy and Physiology, Microbiology and other selected courses. Experienced students lead regularly scheduled SI sessions.

THE DSC-UCF WRITING CENTER - The DSC-UCF Writing Center offers tutoring and workshops to help you:

- Achieve your writing goals
- Brainstorm, revise, and edit
- Format in MLA, APA, and other styles
- Break through writer’s block
- Write with confidence!

You can work on any type of writing, from papers to memos.

LIBRARY - The librarians and support staff can show you how to use the library website and the internet to gather information for better research papers. The library as a collection of hard-copy books, as well as access to thousands of e-books, online magazines, newspapers and links to high-quality websites you can access from any internet-enabled device. Visit the Computing Commons, where there are 75 Internet-connected computers loaded with current software that is commonly used in courses.

SLS 1122-MANAGING YOUR SUCCESS

This new, three-credit hour course has been designed to help you develop the academic and life skills you will need to be successful throughout your academic career.

Learn about time management, financial literacy, career choices and how to make the best use of academic resources such as the Library, Academic Support Center and the Writing Center.
HELP WITH OVERCOMING OBSTACLES

There are many things that can get in the way of your academic and career goals. Sometimes unforeseen circumstances can hinder your progress. You may run into college policies and procedures that make it difficult for you to make progress under your special circumstances. You may need some help getting back on track.

CRISIS INTERVENTION - The college has trained staff members that serve as crisis intervention specialists for students. These individuals are available on each campus to help link students to local community professionals or others who can help with treatment or other services.

STUDENT SERVICES ADVOCATE (OMBUDSMAN)
The Student Services Advocate is a central point of contact who can offer informal and neutral assistance to resolve student concerns.
The advocate can:
• Listen to your concerns or suggestions;
• Help identify and evaluate options, including appropriate appeal processes;
• Connect you to the appropriate person/campus resource;
• Clarify DSC policies and procedures;
• Provide feedback to administration and recommend changes when appropriate.

APPEALS PROCESS - If you have an unforeseen circumstance or unusual situation that is making it difficult for you to continue your education at the college, you may request consideration of your extraordinary situation by submitting an appeal. An appeal allows you to explain and document your unforeseen circumstances according to college guidelines and criteria for appeals.

Please visit the Question & Answer Center on any campus location or Online Services for more information about the appeals criteria. You are strongly encouraged to meet with your Financial Aid Advisor prior to submitting and appeal. Depending on the nature of the circumstances, the appeal outcome may have a negative impact on your financial aid eligibility.

Types of appeals include but are not limited to:
• Financial aid suspension
• Third attempt with full-cost-of-tuition waiver
• Fourth and final attempt of a course
• Late withdrawal from a course
• Administrative drop from a course
• Academic grade change from F to W
• Formal grade dispute appeal
• Formal student equity appeal

Formal appeal forms are available in the Q & A Center or online at MyDaytonasState.com. Please read the form and guidelines carefully.

GRADE DISPUTES - There are informal and formal procedures for disputing a grade. The Student Rights and Responsibilities section of the Handbook explains both procedures in detail.

STUDENT EQUITY - There are informal and formal procedures for any equity concerns you may have. The college’s student equity policies and procedures are described in detail in the Student Rights and Responsibilities section of the Handbook.
Student Life

GETTING INVOLVED ON CAMPUS AND BEYOND

There are many good reasons to get involved in campus life. It's a great way to explore and strengthen career skills while building a network with other students, staff and faculty. Many graduates who have moved into successful careers are glad they took advantage of these opportunities.

The Office of Co-Curricular Activities can put you in touch with many opportunities to get involved on campus and in the community.

STUDENT GOVERNMENT ASSOCIATION
The SGA represents you to the college administration and state lawmakers. SGA officers bring the student perspective into discussions about college policies and procedures and the future direction of the college.

The SGA often partners with student clubs and organizations to conduct college and community service projects. Some SGA officer positions are eligible for scholarships. Contact the Co-Curricular Activities Office if you are interested in an SGA position.

TURBOVOTE - Are you registered to vote? Want to vote by mail? When is the next election? Sign up with TurboVote to receive these and other free services. Just log in to https://DaytonaState.TurboVote.org and follow the simple steps to sign up.

STUDENT CLUBS AND ORGANIZATIONS
Most student clubs and organizations are open to all currently enrolled college credit students. A current list of more than 50 clubs and organizations can be found on the college website. Contact the club advisors for more information about membership requirements, meeting times, etc.

Contact the Office of Co-Curricular Activities if you want to form a new club. Clubs that are not recognized by the college are not permitted to use college funds or facilities.

INTRAMURAL SPORTS - There are both competitive and recreational sports activities available to all students at all campuses. Team sports include soccer, flag football and basketball. Recreational activities include ping-pong, foosball and a variety of weekly games and activities that can be enjoyed between classes. The gym at the Daytona Beach Campus is open daily for currently enrolled students during posted hours for pick-up basketball games and other scheduled activities.

STUDENT PUBLICATIONS - Daytona State has two award-winning student publications open to currently enrolled college credit students who can demonstrate writing ability, or who have the commitment to learn the skills needed to produce print and online publications. Contact the Co-Curricular Activities Office for more information.

FITNESS & AQUATICS CENTERS - Improve your mind, body and spirit at the L. Gale Lemerand Health, Wellness and Education Center (Bldg. 310) on the Daytona Beach Campus. The Fitness Center includes a full complement of free weights and modern resistance training and aerobic equipment. The Aquatic Center features an indoor, heated 25-yard by 25-meter swimming pool. To join, you can pay an annual or semester fee at the registration desk in the Aquatic Center, (Bldg. 310), Rm. 125. There are additional fees to join group exercise classes.

INTERCOLLEGIATE ATHLETICS - The Lemerand Center also is home to Falcon Athletics, which includes six intercollegiate teams: men's and women's basketball, women's golf and softball, men's baseball and women's volleyball. Sports fans will also soon see a thrilling addition to DSC Falcons – men's and women's soccer teams will take the field in fall 2016. With its growing popularity in the U.S. and the world, soccer fuels fresh excitement with DSC's high-performing athletics. Coaches will scout for top players this year; we'll see them lacing up their cleats for the 2016-17 season. And as always, admission to Falcon athletics games is free!
SPECIAL PROGRAMS AND STUDENT SERVICES

Students come to Daytona State College from a wide variety of backgrounds. There are many special programs and services available to students who have special interests or needs.

STUDENT DISABILITY SERVICES

The Student Disability Services Office provides tools and resources to students with documented disabilities. Students who self-disclose a documented disability and provide the required documentation to the SDS Office can receive confidential and reasonable accommodations to assist in their academic success. The office also provides voter registration services to eligible disabled students in accordance with state and federal laws.

Advisors work in partnership with students and faculty to provide reasonable academic accommodations. Advisors are available on each campus location to provide academic and career advising and support services for individuals with documented disabilities.

Students are strongly encouraged to meet with an advisor prior to the start of the semester to arrange the accommodation you may need. You may also refer to the SDS website for more information regarding the intake and documentation procedures.

VETERANS CENTER AND SERVICES

The college is committed to serving the needs of students who have served in the US military. Services provided through the Veterans Center include assistance with applying for various types of VA benefits, certifying enrollment at the college, tuition deferments and VA work-study programs. The Veterans Center also is a great place for veterans to relax, study and socialize.

MEN OF CHARACTER INITIATIVE (“MOCI”)

Provides assistance to underrepresented male students with their coursework, graduation and career plans by providing supportive enrichment services. Services include: mentoring, advising, counseling, faculty support & cultural enrichment career planning, financial aid advising, advocacy, tutoring and supportive intervention. Student intake is by DSC faculty or staff referral. Applicants must be an active DSC student in good standing.

CENTER FOR WOMEN AND MEN

Programs within the center focus on assisting individuals as they establish and pursue career and educational goals.

Among other things, qualified students may receive assistance with child care, attend free career exploration and workplace skills classes, acquire interview clothing or borrow a textbook.

TRIO STUDENT SUPPORT SERVICES

Student Support Services, one of the federally funded TRIO programs, helps students stay in college until they earn their certificate, associate or baccalaureate degrees.

Participants receive comprehensive services, which include tutoring, counseling and instruction. Students participating in the Student Support Services/TRIO Program are more than twice as likely to remain in college than those students from similar backgrounds who don’t participate in the program.
The School of Adult Education provides GED preparation classes, adult high school classes and classes in English for Speakers of Other Languages (ESOL). Students focus on their education while learning more about careers and transitioning to the college. The School of Adult Education also supports the Adults with Disabilities program and maintains a partnership with the Volusia Literacy Council for student tutoring.

**COLLEGE TRANSITION UNIT (CTU)** - Students who are enrolled in certificate programs remediate their basic skills through the CTU. The College Transition Unit offers self-paced instruction in reading, English, math, study skills and workforce readiness skills.

**LEARNING COMMUNITIES** - An alternative to traditional college classes, learning communities place an emphasis on collaborative teaching and learning. Courses are integrated under a common theme. You can choose from a variety of linked classes or the QUANTA Honors program. Ask an academic advisor if you qualify for one of these programs.

**QUANTA-HONORS COLLEGE** - Daytona State’s Quanta Honors College is a learning community designed to offer an alternative to regular college classes for highly motivated students who value academic achievement and want the competitive advantage that an Honors degree gives.

In the Honors College, you will take all of your general education courses in learning community clusters. (You’ll still be able to take the courses in your major outside the Quanta Honors College program.) Each cluster is made up of three courses which are integrated around a theme. For example, the Fall semester of 2015 will focus on issues of race and ethnicity in the United States, and the Spring semester will deal with the interaction of religion and politics in India, China and the Middle East.

The classes are challenging, but you’ll have a lot of support to make sure that you do well. You’ll have three professors in the classroom every day, and dedicated tutors in our writing and math courses. You’ll do much of your work in small groups and will have plenty of time to discuss, explore new ideas and apply these ideas to real-world problems.

**STUDY ABROAD PROGRAMS** - A variety of programs offer students the opportunity to earn college credit while studying in other countries. Programs are led by college faculty, international faculty from partner institutions, or both. Programs often incorporate visits to historic and notable sites, guest lecturers, service learning and cultural immersion.

**INTERNATIONAL STUDENT SERVICES**

The international student advisor in the Admissions Office can assist international students with enrollment issues, maintaining lawful status in the United States and employment authorization.

**FALCON PASSPORT PROGRAM** - The Falcon Passport Program (FPP) provides students opportunities for global engagement on campus and in the community through internationally-themed co-curricular activities offered year-round. The program fosters global awareness and exposes students to a variety of cultures, perspectives and backgrounds by inviting them to participate in arts and cultural programs, guest lectures, service learning projects, campus and community activities, study abroad programs and more. Students receive a credential for their participation. Contact the Office of Global Education & Affairs for more information.
STAYING SAFE ON CAMPUS

The same precautions that you would take to stay safe in any public place apply to the campus.

These precautions include being aware of your surroundings, keeping a close eye on your personal property and locking your vehicle. Campus Safety officers patrol the campus on foot and in vehicles. Feel free to approach them with any safety concerns you may have. They are trained in many aspects of safety, including emergency response, medical emergencies and conflict resolution.

CRIME/INCIDENT REPORTING

Campus Safety operates 24 hours per day, seven days per week and can be reached at 386-506-4444.

In the event of an immediate threat to your safety, injury or criminal activity, dial 911 on your cellphone or any college telephone.

STUDENT ID - Always keep your student ID card handy. This will help Campus Safety officers if you need assistance.

EMERGENCY/WEATHER-RELATED ISSUES

The college president may decide to temporarily close the college due to a hurricane or other emergency.

Listen to local television and radio stations, including WDSC/Channel 15, for updates.

You may also call (386) 506-4357.

The following FM and AM radio stations will broadcast updates every 30 minutes:
FM 89.7, 90.3, 97.3, 102.7 and AM 1450.

If the decision is made to close the college, only authorized personnel will be allowed on college property.

LIGHTNING WARNING SYSTEM

The Daytona Beach and DeLand campuses are equipped with outdoor alarms to warn of approaching lightning. One long siren blast is the signal to take shelter. Three short blasts mean that there is no longer an immediate threat from lightning.

CAMPUS OPERATING HOURS

Regular campus operating hours are 6 a.m. to 10 p.m., Monday through Friday. Campus service office hours may vary. When the campus is closed, only authorized personnel are allowed on campus.

PARKING REGULATIONS - All vehicles parked on college campuses must display a valid Daytona State College parking decal on the lower exterior of the back window on the driver's side. Campus Safety and the Falcon Centers issue these decals at no cost to currently enrolled students.

DESIGNATED PARKING AREAS - With a valid parking decal, you can park in any available designated parking space on campus. Areas that are off limits and enforced by state law include Fire Lanes (Yellow) and any spaces that the college has temporarily restricted. Handicap spaces (Blue) are off limits without a valid handicap parking tag.

PARKING FEES - The college may impose $10 fines per violation for improper parking. Unpaid fines will result in a hold on student records and registrations. Repeat offenders may be towed at the owner's expense. Parking in fire lanes and unauthorized parking in handicap spaces will result in higher state fines. Students wishing to challenge a parking fee should contact Campus Safety to schedule an appointment with the Director of Campus Safety.

CONFIDENTIAL HOTLINE
To relay confidential information to Campus Safety, call the hotline at: (386) 506-4500
Student Life

CAMPUS SERVICES

FOOD SERVICES - There are several places you can grab a bite to eat on campus. At the Daytona Beach Campus, there is a complete food court in the Lenholt Student Union that includes fresh-made sandwiches, entrees, grilled items and Pizza Hut items.

There also is a snack shop in the lobby of Baker Academic Support Center.

Café 101 is a teaching restaurant located in the Hosseini Center that is open for lunch and dinner by reservation.

The Culinary program also runs a coffee shop in the Hosseini Center.

You will find Starbucks coffee, smoothies and snacks in the library coffee shop as well.

The DeLand Campus has a food court in the Student Services Building and there are snack machines at all the campuses.

COSMETOLOGY - Get a haircut, hair coloring, facial, nail service and other treatments right on campus at a fraction of the cost at a commercial salon. Cosmetology students, supervised by their instructors, offer these services at the Daytona and Deltona campuses.

BARBERING - Get a men’s haircut, shave and clipper cut at a fraction of the cost at a commercial salon. Barbering students, supervised by their instructors, offer these services at the New Smyrna Beach-Edgewater campus.

DENTAL HYGIENE CLINIC - The Dental Hygiene Program operates a dental hygiene clinic at the DeLand Campus, Bert Fish Hall.

The clinic provides oral examinations, oral cancer screenings, cleanings, non-surgical periodontal treatments, dental X-rays, dental sealants and fluoride treatments. Reduced rates are available for currently enrolled students.

THINGS TO DO ON CAMPUS

In addition to student clubs and organizations, there are many free entertainment activities and events for students on campus. Check out the events listed in the calendar section of this handbook, as well as notices posted on bulletin boards and televisions on campus.

CULTURAL PROGRAMS - Working under the direction of their instructors, students perform in the areas of drama, dance and music on a regular basis at the college’s News-Journal Center. Highlights include performances by the DSC Symphonic Band, Symphony Orchestra, Concert Choir and Dance Ensemble, as well as plays and musicals. These are all free to currently enrolled students. If you are interested in performing in any of these productions, contact the Cultural Arts Department. Scholarship auditions are posted throughout the year.

SOUTHEAST MUSEUM OF PHOTOGRAPHY - The internationally renowned museum, located in the Hosseini Center on the Daytona Beach Campus, is one of the largest museums in the country devoted entirely to photography. The museum presents six seasons of exhibitions and programs that feature vintage and contemporary photography, as well as lectures, symposia, workshops, film screenings and children’s programs. There are many opportunities for students to gain career experience as assistants, interns, volunteer gallery guides and tour docents.

CENTER FOR INTERACTIVE MEDIA/WDSC-TV 15 - The Daytona Beach Campus is home to WDSC-TV, an independent public broadcasting station with three broadcast channels. It houses a state-of-the-art digital television studio and editing facility. The station also supports college productions and a variety of academic programs. Students can gain real-world experience in broadcasting and related fields by volunteering at the facility.
BACHELOR’S PROGRAMS

Daytona State College has been offering bachelor's programs since 2006 and the list of degree offerings continues to grow.

The college now offers bachelor's degrees in management, education, engineering technology, information technology and nursing. Once you have completed all of your pre-requisites, you can apply for admission to one of the bachelor’s programs and complete your degree either partially or entirely online. There is no admission fee.

Your academic advisor and staff in each of the bachelor's programs can help you with the transition.

BACHELOR OF APPLIED SCIENCE IN SUPERVISION AND MANAGEMENT (BAS)
The BAS program broadens an individual's knowledge in applied management practices, which reflects the workplace management needs of local businesses, organizations and industry. Applications are accepted year-round and you may start the program any semester of the academic year. Courses are offered in hybrid (half face-to-face/half online) and online formats throughout the year to provide a flexible schedule. Applicants must have earned an associate of science (AS), an associate of arts (AA), or an associate of applied science (AAS) with a minimum overall grade point average of 2.0.

BACHELOR OF SCIENCE IN EDUCATION
This degree is offered in seven areas:
• Elementary Education
• Exceptional Student Education
• Secondary Mathematics Education
• Secondary Biology Education
• Secondary Chemistry Education
• Secondary Earth/Space Science Education
• Secondary Physics Education
These programs fulfill the education courses, professional education competencies and practical experience required to obtain a five-year Florida Professional Educator's Certificate.

Student Life

Elementary Education and Exceptional Student Education programs include state endorsements for Reading and English for Speakers of Other Languages (ESOL). Applications are accepted during the fall and spring terms.

EDUCATOR PREPARATION INSTITUTE
This is a special program approved by the state as an alternative pathway to obtain a Florida Professional Educator's Certificate. The program provides the necessary training for those already holding a four-year bachelor's degree (other than education).

BACHELOR OF SCIENCE IN ENGINEERING TECHNOLOGY - The BSET program prepares you for technical positions in the fields of industrial operations, mechanical design, construction, manufacturing, electronics and information technology. Applications are accepted year-round and you may start the program any semester of the academic year.

BSET - ELECTRICAL ENGINEERING TECHNOLOGY CONCENTRATION
Provides a broad foundation of theoretical and practical knowledge in the areas of electrical and electronics circuits, digital circuits, computers, power systems, programmable logic controllers, microprocessors and control systems.

BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY - The BSIT program prepares graduates for technical positions in the expanding fields of information systems management, network security, digital forensics, databases and programming.

BACHELOR OF SCIENCE IN NURSING
The BSN is for students who already have an Associate of Science in Nursing (or equivalent) who desire to continue their education at the baccalaureate level. It provides seamless transition from the associate degree to the baccalaureate degree and can prepare students for advancement in the field of nursing.
You've worked hard in your courses, overcome many obstacles, and now there's light at the end of the tunnel.

**WHAT TO DO NOW?**

**VISIT ADVISING** - Talk to your academic advisor about your next steps. Your advisor can help you with a degree audit, which compares the courses you have earned with those you need to complete your degree or certificate.

**PREPARING TO TRANSFER** - The Advising Center can show you online college/university transfer information to help you figure out which schools offer what majors, admission requirements, etc. Remember to submit your application for state or private universities as early as possible - a year is not too early.

**COMMENCEMENT CEREMONY**

Remember to submit your graduation application before the published deadline. This will make the process of getting your hard-earned degree in hand much smoother. Look for the commencement date published in this handbook and make plans to attend. You've earned it!

Caps and gowns are available in the college bookstore.
**SURVIVING AND THRIVING IN COLLEGE**

The best thing you can do to increase your chances of succeeding in college is to think carefully about your reasons for enrolling in college.

Whether this is your first time in college or you are transferring from another college, re-examining your goals is always a good idea. If you have not done this, don’t wait any longer.

Visit the Advising Center and Career Services for help with fine-tuning your goals.

Once you have established your educational and career goals, here are some things you can do every day to stay on track toward your goals:

- Go to class. Don’t let anything except sickness or a major emergency get in the way of going to class. And remember that going to class is not even half the game. Establish a daily study schedule and stick to it. Take short breaks during your study time to maintain your energy level and stay focused.

- Be on time. Arriving late for class is distracting to the instructor and the other students who are serious about their education. You also might miss important instructions.

- Sit as close to the front of class as possible. Take advantage of opportunities to form study groups with other interested and motivated students.

- Turn your cellphone off or on silent.

- Take good notes. Keep your notes for each class in separate notebooks and date your notes so it is easy to find them. Review your notes frequently.

- Participate in class. Ask questions if you don’t understand something. Get involved in any group activities or discussions.

These activities are usually done with a learning objective in mind and class participation is often a part of your grade.

- Be informed. Become familiar with the college policies and procedures in this handbook and in the college catalog. Carefully read the syllabus for each class.

- Get Organized. Learn how to use this planner as a tool to stay on track with homework, project deadlines and test dates.

- Get Involved. Participate in campus activities. Join a student club or organization.

- Ask for help. Find out your instructor’s office hours, or when they will be available online. Visit the many academic support offices on campus. Sit with a college advisor at least once a semester to make sure you are on track with your courses. Find someone on campus who can help connect you with campus resources you may need.

- Work with your instructors. As a college student, you are responsible for your own learning and must seek the information you need to be successful. Your instructors have been in your shoes and they want to work with you to support your success. But there may come a time when you have a conflict with an instructor. Try to resolve it by talking to your instructor during his or her office hours. If you need help in preparing for a meeting with an instructor, contact Advising or a Student Ombudsman. If you cannot resolve the conflict, there is a formal procedure available to you. It is described in the Student Rights and Responsibilities section of this handbook.

- Take a Student Life Skills (SLS) class as one of your electives. This course helps you develop the academic and life skills you will need to be successful throughout your academic career. Learn about time management, financial literacy, career choices and how to make the best use of academic resources such as the Library, Academic Support Center and the Writing Center.
I. DEFINITION OF COMPUTER NETWORK POLICIES

The purpose of the college network is to support the college’s mission and goals by enhancing both internal and external communication and by providing network users access to a wide range of information sources, including the Internet.

Use of the Daytona State College network and the college’s access to the Internet is a privilege; users of the network and Internet are responsible for following both the letter and the spirit of this acceptable use policy.

Students and the general public are advised that the college computers and Internet networks are monitored to ensure compliance with the college acceptable use policy.

II. DEFINITION OF PRIVILEGES

1. Daytona State College provides network users with access to resources and services on the network and through the Internet or other online services that are appropriate and necessary to their education and job function. All computer and Internet access must be specifically related to a student’s academic assignment, research or project that is authorized or assigned by a college faculty member or college official. Personal or unrelated use of the college computers and Internet access is prohibited. Students who choose to violate this policy are subject to college disciplinary sanctions.

2. At Daytona State College, the employee is free to pursue knowledge and, in areas in which he or she has special training and preparation, to convey that knowledge to others. Daytona State College students also are free to pursue knowledge of related courses in which they are enrolled at the college and to share that knowledge with others in appropriate settings guided by principles of academic integrity. Among employees, students and associates of the college, there must be no attempted intimidation by word or deed of those with differing views and methods when they are consistent with professional ethics. (Daytona State College Academic Freedom and Responsibility Policy 6.03.)

3. This policy protects freedom from reprisal for network users to examine all pertinent data, to question assumptions, to be guided by the evidence of scholarly research, to teach and study the substance of a given discipline and to fully participate in the development and debate of institutional policy and procedures.

4. Daytona State College retains the right to review email communications, documents or materials residing on the network; to remove any materials that may violate local, state or federal law or regulation; or Daytona State College Policies and Procedures which are incorporated by reference into this policy; and to produce such materials pursuant to a document request or subpoena served on Daytona State College.
III. DEFINITION OF RESPONSIBILITIES
1. Use of the Daytona State College network or Internet or other online services in violation of local, state, or federal law or regulations, or Daytona State College Policies and Procedures, is prohibited. This use includes, but is not limited to, copyright and trademark infringement, fraud, forgery, harassment, libel or slander.

2. In accessing materials which might be deemed obscene, users of the Daytona State College network and the Internet or other online services should be guided by the tests of community standards, relationship to academic pursuits, “appropriate and necessary to job function” (section II, number two above).

3. Users of the Daytona State College network and the Internet or other online services are responsible for protecting the security of the network by keeping passwords confidential, not using another user’s account and reporting any security problems to the network administrator or computer lab manager.

4. Use of the network and the Internet or other online services for commercial, political or other personal use not related to the support of the mission and goals of Daytona State College is prohibited. Examples of prohibited use of the Daytona State College network, Internet or other online services include, but are not limited to:
   • playing computer games or using other non-job or non-course related programs
   • conducting personal business

5. Accessing non-job or non-course-related audio/video CDs or other programs or materials is prohibited.

6. Network users are prohibited from creating or propagating viruses, disrupting services, damaging files or intentionally destroying or damaging equipment, software or data that belongs to others.

7. Network users must adhere strictly to all software license agreements and no software may be installed, copied or used on the Daytona State College network except as permitted by the copyright owner of the software. In addition, prior to installation on any computing devices, all software must be approved by the Technical Review Committee.

8. All network and Internet or other online service users are expected to abide by generally accepted rules of network etiquette.

IV. CONSEQUENCES OF VIOLATING THE POLICY
Failure to abide by the Daytona State College Network Acceptable Use Policy will result in the immediate loss of network privileges and/or other disciplinary or legal action. Allegations of misuse of these resources must be reported to the immediate supervisor and forwarded to the appropriate vice president. In addition, disciplinary recommendations may be made to the College Judicial Affairs Office.

V. INTERNET DISCLAIMER
Internet and other online access are provided by the Daytona State College network. However, Daytona State College has no control over the content of the Internet or other online services, some of which may be deemed controversial or offensive. Daytona State College specifically disclaims any warranty as to the information’s accuracy, authoritativeness, timeliness, usefulness or fitness for a particular purpose. Daytona State College shall have no liability for any direct, indirect or consequential damages related to the use of the information contained on the Internet or other online services.

Students and the general public are advised that the college computers and Internet networks are monitored to ensure compliance with the college acceptable use policy.
INFECTION DISEASE
As an institution of higher education, Daytona State College has the responsibility to inform students about potentially harmful infectious diseases such as H1N1 Flu, Human Immunodeficiency Virus (HIV) and Hepatitis B Virus, and to persuade students to protect themselves and others. The college will provide information on the prevention of such diseases. The college will not discriminate in educational access or employment on the basis of an individual's medical condition in accordance with federal and state laws and regulations. The college has a responsibility to protect the rights of students with potentially harmful infectious diseases, and to make reasonable accommodation.

At the same time, the college has a responsibility to protect, insofar as it is able, the well-being of the entire college community. The college will adopt procedures for infectious diseases in accordance with federal and state laws and regulations. A student may be referred (at their own expense) to a medical provider for clearance. The medical provider must verify in writing (on letterhead) that the student does not pose a danger to themselves or others. The student may be required to leave a course, program or the college until written medical clearance is received by the student’s medical provider.

RELIGIOUS OBSERVANCES
The college shall reasonably accommodate the religious observances, practices and beliefs of individual students in regard to admissions, class attendance and the scheduling of examinations and work assignments. It is the responsibility of the student to notify instructors in writing 10 days in advance of absences to observe religious holidays in their own faith. Upon such reasonable notification, such absences shall be excused without penalty. The student shall be responsible for submitting any material covered, missed assignments or exams/quizzes during the period of observance. The student shall be provided alternative time to complete all make-up assignments.

FIRST AMENDMENT RIGHTS AND RESPONSIBILITIES
Daytona State College recognizes and upholds the constitutional rights of freedom of assembly, speech and expression. However, the college reserves the right to place reasonable time, place and manner regulations on activities that take place on college property. Limitations on these activities shall be content neutral and based upon the college’s institutional responsibility to maintain a safe, respectful and supportive learning environment for its students, employees and visitors.
Daytona State College is responsible for providing a safe learning environment in which all of its students can realize their academic and career goals and participate in the teaching and learning experience. The college experience is a privilege that is afforded to students. All students are expected to abide by and are held accountable for violations of the College Student Code of Conduct rules.

Students who choose to be members of the college community accept the responsibility to be informed and acquainted with college regulations, to comply with these regulations and to respect the personal rights and property of other members or guests of the college community.

Daytona State College reserves the right to determine when its Student Code of Conduct rules have been violated and to administer disciplinary actions for conduct that is inconsistent with the college's acceptable behavioral policies, procedures and practices.

Students who are accused of violating the Student Code of Conduct rules may be provided an opportunity to personally respond or submit a written response to an allegation unless a restriction is authorized by the Campus Safety Office, Judicial Affairs Office, law enforcement officials and/or the vice president of student development his/her designee.

The college is committed to providing a learning environment for its students that is safe, secure and respectful. This means an environment that is free from threat of violence and violence of any kind. Behaviors and actions that are indicative of threats and/or violence that are potentially damaging to college employees, students, guests or property are strictly prohibited. The college reserves unilaterally an unlimited right to waive, suspend, alter, or amend any policies, procedures, or guidelines to insure the safety of students, employees, guest and the community. The college reserves the right to refer any violations of civil and or criminal law to the appropriate court or law enforcement agencies for disposition.

The Student Disciplinary Committee Membership is confidential and may include college faculty, administrators or staff. The Student Disciplinary Committee is authorized to make a decision as to whether a student has violated the College Student Code of Conduct rules and to render disciplinary actions as a result of such violations.

All college administrative meetings and student disciplinary hearings are private, confidential and not open to the public. Once a student is enrolled at Daytona State College, all privacy rights transfer to the student (FERPA, 20USC, s1232:34 CFP Part 39 as amended). Administrative meetings and student disciplinary hearings are a part of the student resolution process and procedures. This means that students who are accused of violating the College Student Code of Conduct rules will be informed of the allegations made against them and will be given an opportunity to respond to the allegations verbally or in writing.

Unless otherwise stated or in cases where there is a safety concern, the accused student may have an opportunity to appear before the college judicial affairs officer or a college administrator. During the administrative meeting, the information in dispute and related circumstances will be reviewed, and the student will have an opportunity to present his or her response.
Student Rights and Responsibilities

Depending on the nature of the violation, the college and the student may choose to resolve an incident during the administrative meeting.

The administrative meeting is to determine if a resolution can be reached or if a student disciplinary hearing is appropriate to resolve the matter. The college reserves the right to determine whether an administrative meeting or student disciplinary hearing is the appropriate method of resolution.

Unless otherwise stated, administrative meetings and student disciplinary hearings are held in the college’s Campus Safety Office on the Daytona Beach Campus. Reasonable accommodations will be made for Distance Learning students who are unable to attend meetings on the Daytona Beach Campus. The student may attend an informal administrative meeting to explain his or her side of the issue or allegation against them. The college official conducting the meeting reviews the information and offers an appropriate resolution. If the student accepts the resolution, the matter is resolved. Students may be issued notice by telephone, personal hand delivery, Campus Safety Office and/or by regular U.S. or electronic mail. Accused students under the age of 18 may authorize a parent or legal guardian to attend an administrative meeting or disciplinary hearing for observation.

The Campus Safety staff, Judicial Affairs Officer and an appropriate college administrator are authorized to issue an immediate restriction from a specific classroom, building, campus or the entire college until an incident is resolved. The judicial affairs officer or appropriate college administrator is authorized to place a registration hold on the student’s record or request law enforcement intervention to ensure public safety and compliance with the college’s Student Code of Conduct rules. The Campus Safety staff, Judicial Affairs Office and an appropriate college administrator is authorized to require a student to complete a mental health wellness evaluation by a licensed professional as a condition of attendance or re-enrollment at the college.

**DISCIPLINARY RESOLUTION PROCEDURE**

1. If the matter is not resolved with the administrative meeting, the student has the option to request a disciplinary hearing. The Judicial Affairs Office staff will arrange a hearing date at a mutually agreed upon time as soon as possible. Once the disciplinary hearing is scheduled and the student chooses not to attend without prior notice, the hearing may be held in the student’s absence and a default violation decision will be made against the student.

2. Student disciplinary hearings are confidential and not criminal or legal proceedings; however, if the student plans to be represented by an attorney, the student must inform the Judicial Affairs Office with adequate notice so that the college attorney is available to attend. If the college attorney is not available to attend the scheduled hearing, the hearing may be rescheduled.

3. The disciplinary committee will review relevant facts, listen to the student and any witnesses either for or against and render a decision. Depending on the circumstance, the committee may issue its decision at the conclusion of the hearing or may issue its decision by electronic mail or notice via the Judicial Affairs Office, or Campus Safety Office. After the committee decision is made, this ends the informal process. Students involved in an active judicial case shall not communicate with members of the disciplinary committee outside of an official proceeding conducted by the Judicial Affairs Office.

4. Students who disagree with the decision of the Student Disciplinary Committee may request an administrative review with the vice president of student development or his/her designee. Students must request an administrative review (in writing) within five (5) business days from the date of the disciplinary hearing.
If a student does not request an administrative review during this time frame, the decision made by the disciplinary committee stands and is enforceable at all college locations and sponsored events. The vice president reserves the right to uphold the disciplinary committee's decision or render an alternate decision. This ends the formal student disciplinary resolution process and the student will be notified of the decision.

**STUDENT CODE OF CONDUCT**

The Student Code of Conduct rules are a set of common behavioral guidelines for all students attending and participating in the teaching and learning opportunities at Daytona State College. Students who violate the Student Code of Conduct rules are subject to disciplinary sanctions.

Violations of the student code of conduct rules does not exempt students from any academic or classroom policy, financial aid or veteran regulation requirements, financial obligations or student accounts holds or any debts owed to the college. The items that follow are meant to serve as rules for appropriate behavior.

The Student Code of Conduct rules apply to all college-sponsored activities, including college-sponsored student travel and off-site housing and hotels.

The following behaviors are unacceptable at the college. It is important to note that students who are accused of code of conduct violations and are subsequently restricted from the college are solely responsible to notify their instructors and are responsible to complete any make-up assignments at the discretion of the instructor.

Instructors reserve the right to enforce their individual course requirements as outlined in the course syllabus for attendance and missing assignments as a result of the student attending an administrative meeting or student disciplinary hearing.

Violations listed are not all-inclusive, but rather serve as examples of some of the prohibited conduct and therefore must be broadly read and interpreted.

1) Violation of the rights and welfare of all members of the college community, including visitors;

1.1) Interfering with and obstruction of the teaching, learning and office process of the college, faculty and staff;

1.2) Physical acts of violence, verbal threat of violence, electronic or written intimidation, cyber bullying or aggression toward others of any kind;

1.3) Use of profanity or other obscene language, offensive gestures, or abusive expression of any kind while on any college campus or during any college sponsored activity or event;

1.4) Disruptive, disorderly, belligerent and/or inappropriate behavior of any kind;

1.5) Use of any offensive racial, ethnic, sexual, religious slurs, statements or derogatory photos or depictions of others and gang-related colors, images and apparel of any kind is prohibited;

1.6) Harassment, mistreatment, bullying or stalking of any kind, including acts committed in person, in writing, cell or telephones or via electronic means such as the Internet or texting;

1.7) Any conduct that would bring disrespect, contempt, dishonor or ridicule upon the college as determined by college officials;

1.8) Entering college buildings, offices and all locations after closing or before opening to the public is prohibited. Unauthorized entry into areas not commonly open to the public or unauthorized use of college facilities or property is prohibited.
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2] Violation of all laws and rules of city, county, state and federal governments;

2.1] Sexual misconduct, sexual harassment, sexual assault or accessing pornographic material using college equipment, computers or resources, gender stereotyping and Title IX violations;

2.2] Unauthorized use, theft, vandalism or destruction of personal or college property of any kind. This includes but is not limited to unauthorized use of food, equipment, copy machines, materials and personal property without permission;

2.3] Failure to pay for college debts and all fees associated with student accounts. Abandoning classes without paying fees does not remove responsibility for the debt. Failure to pay for classes or book loans appropriately will result in being referred to financial debt collectors and in a registration hold to block future enrollment at the college;

3] Honesty is the cornerstone of responsible student behavior. Students who engage in dishonest behavior of any kind will be held accountable. The following violations of honesty are prohibited:

3.1] Academic dishonesty in a classroom, laboratory or online instruction and cheating of any kind; plagiarism, or using works of any individual or group, including Internet sources, without giving proper credit;

3.2] Falsification, altering, intentionally omitting required information or misrepresenting and tampering with official documents/records, tax returns or any documents used in the college admissions, financial aid or enrollment process, including unauthorized use of college letterhead or documents;

4] Violation of the college internal policies and procedures for acceptable behavior;

4.1] Use of the college computer network is a privilege for all Daytona State students. Violation of the college network, computer labs and online procedures is strictly prohibited;

4.2] Violation of the College Bookstore and cafeteria policies and procedures;

4.3] Violation of student government, athletics, student clubs, organizations and student housing policies and procedures;

4.4] Violation of the college Adult Education academic, attendance and behavioral policies and procedures;

4.5] Use, possession, sale, promotion, distribution or manufacture of alcoholic beverages and all illegal drugs and substances are prohibited on college property or at all college-sponsored events and activities, whether these events occur on or off campus. Students who are reasonably suspected of use are subject to required drug testing at their own expense.

4.6] Use of any synthetic substances that mimic the effects of alcohol or any illegal drugs or substances is prohibited.

4.7] Unauthorized solicitation, vending or sales of goods, services or products on college property or at all college sponsored activities are prohibited;

4.8] All students must maintain appropriate attire at all times. This includes wearing shoes and clothing covering the chest and private areas. Additional restrictions may be imposed by faculty and college officials for safety and community decency concerns;

4.9] Violation of the college academic, lab or clinical experience, student employment, educational internship, co-op experience, dual enrollment, early college, HIPPA regulations or additional program, state and federal requirements. Students who violate these regulations will be subject to the college disciplinary process and will be removed from participation immediately.
5.1] Failure to provide accurate photo identification upon request by college officials acting in performance of college responsibilities. Providing false information to a college official, or using another person’s identification to use college resources are prohibited;

5.2] Violation of the college rules and procedures for safe driving and parking vehicles of any kind on any college campus. All students are expected to know and comply with college parking and driving and parking privileges.

6] Possession of firearms, ammunition, knives and weapons of any kind is strictly regulated on all college property and at college-sponsored events. Use of any firearms, knives, or weapons of any kind is strictly prohibited. Law enforcement officers are exempted when acting in the performance of their duties and official capacity or if they are participating in a regulated training program or authorized course of study at the college.

6.1] Smoking or any use of tobacco products is prohibited on all college property. The prohibition includes the use of any smokeless tobacco product, electronic devices such as e-cigarettes or any other device that simulates smoking on any campus or property owned or operated by the college. The prohibition does not include the use of tobacco products in an individual’s personal vehicle on college property. The prohibition includes all college employees, students and persons on college property.

7.] Avoiding School Violence:
Students must refrain from any behaviors that are or could be perceived as harassing, intimidating, dangerous or threatening to themselves or others. This includes but is not limited to stalking, cyber-bullying on social media, excessive telephone or cell phones calls, texting, violations of restraining orders or injunctions for protection orders and any form of dating or domestic violence. Students who engage in this type of behavior will be subject to college disciplinary action and law enforcement intervention.

Requirements & Expectations:
7.1] Failure to cooperate with college officials conducting investigations: You are required to cooperate fully in all college investigations and inquiries regarding claims of threats of violence or suspected student code of conduct violations on campus. You are required to report all known cases of threats of violence or conduct violations to college authorities such as your instructor and/or Campus Safety officials as soon as possible.

7.2] Making a false report: You are required to refrain from making false or misleading information or unfounded complaints against others. Any student who is found to knowingly make a false or unfounded complaint will be subject to college disciplinary actions.

8.] Dating & Domestic Violence and Stalking: Students who are victims of dating and domestic violence, stalking, cyber-bullying, sexual harassment, excessive unwanted contact or intimidation are strongly encouraged to report this offense to local law enforcement and campus authorities immediately. If an incident occurs on campus, you may contact the Campus Safety Office or any campus authority on any
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campus location. You are also encouraged to pursue an injunction for protection order with court officials. If you choose to pursue this option, list Daytona State College as a restricted location and provide a copy to the Campus Safety Office on any campus location.

8.1] Violence Against Women Act: The college will comply with the provisions of the Violence Against Women Act. The college will comply with all court ordered injunctions (restraining orders) that involve Daytona State College. Students are hereby informed that Daytona State College is required to report to the appropriate authorities any known or suspected incidents of dating, domestic violence or stalking incidents. The college will provide victims with information about college and local community referral services.

9.] Vulnerable Persons Act Protection: All students are hereby informed that Daytona State College is under a continuing obligation to report to the appropriate authorities any known or reasonable suspected child abuse, child sexual abuse, neglect, abandonment and any conduct or behavior that causes harm or may pose a threat of harm to a minor child. All suspected violations will be reported to the Department of Children & Families (DCF) Abuse Hotline and to local law enforcement agencies.

**DISCIPLINARY SANCTIONS**

A disciplinary sanction is a consequence for violations of the Student Code of Conduct rules. Disciplinary sanctions will be determined and administered by college officials in order to encourage greater adherence to the Student Code of Conduct. The purpose of applying sanctions is to hold violators accountable and to promote a safe learning environment for the whole college community. Violations may be recorded in the student’s electronic records. This information will be available for review by college staff that needs to know.

Depending on the circumstances, a student accused of a violation of the Student Code of Conduct rules will be subject to the following disciplinary procedures:

1] Case Dismissed/No Violation Found: A report of a violation has been determined to be unfounded, or the student has otherwise been determined to be cleared of a violation.

2] Judicial Warning: A verbal or written notice for minor incidents given to the student that a specific behavior is a violation of the Student Code of Conduct and a warning not to repeat the behavior.

3] Judicial Holds: The following holds may be implemented as part of a sanction or agreement: Judicial Registration Hold - Restricts a student from registration or continued enrollment at the college for a specific time. Judicial or Law Enforcement Trespass Hold - Removes a student from a specific location, campus or the entire college for a specific time. If the student violates this restriction, the student will be subject to arrest.

4] Judicial Administrative Agreement: A specific written mutual agreement between the student and college officials designed to resolve a violation of the Student Code of Conduct rules.

5] Judicial Disciplinary Probation: A written sanction whereby the student will be required to comply with certain conditions in order to maintain enrollment or to re-enroll at the college. A registration hold will be added to a student’s record during the term of probation to ensure compliance with probationary conditions.

6] Suspension (Disciplinary): Removal from college property and termination of enrollment and exclusion from participation in college activities and college-sponsored events/activities for a specified period of time. Specific terms for re-enrollment will be outlined to ensure
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compliance with the Student Code of Conduct rules. A registration hold will be added to a student’s record to ensure compliance with suspension conditions.

6.1) A student who is suspended from the college will be responsible for any financial obligations to the college, if any. It is the responsibility of the student to consult with the Office of Financial Aid Services and the Office of Student Accounts to determine responsibility for payment, if any.

7] Permanent Dismissal (Disciplinary): A permanent removal, termination of enrollment and exclusion from all college property and activities due to the violation of the Student Code of Conduct. There will be no possibility to return to the college. A judicial trespass hold will be added to a student’s record to ensure compliance with permanent dismissal conditions.

8) Students who are found in violation of academic fraud that resulted in a diploma, certificate or degree being granted by the college may have that credential revoked and rendered null and void. This notation may be reflected on the student’s official academic records. Subsequently, the student may also not be permitted to transfer course work from another institution back to Daytona State College to be granted a diploma, certificate or degree.

ACADEMIC GRADE DISPUTES

INFORMAL ACADEMIC DISPUTE PROCESS
The college provides an informal procedure to assist faculty and students in resolving academic or grade disputes. The teaching faculty is authorized to issue grades based on their assessment of the student’s level of performance, attendance, participation, academic progress, and quality and quantity of work. However, students who believe a faculty member has issued an incorrect grade(s) based on written documentation may seek assistance through the Informal Academic Dispute Process.

Students must assume complete responsibility for complying with the informal process and attempt to resolve the academic grade dispute at the lowest level possible within 30 calendar days after the grade was issued. This means that students are strongly encouraged to discuss any concern with a faculty member or with whom the issue originated. Students are expected to use good faith and respectful dialogue in their informal discussions. Students are also expected to present information and documentation that there was an attempt to resolve the dispute at the lowest level possible.

Reasonable accommodations will be made for Distance Learning students who are unable to attend meetings on one of the college campuses. If the student and the instructor agree on the terms and conditions of a grade change or grade dispute, the matter will be resolved. If the student disagrees with the instructor, the next step is to contact the appropriate school chair. The chair may arrange a meeting with the student and the instructor in an effort to resolve the dispute. If the issue remains unresolved, the matter moves to the Formal Grievance Process.

FORMAL ACADEMIC GRADE DISPUTE PROCESS
If the academic grade dispute is not resolved through the informal process (described above), the student may submit the formal grievance in writing to the Question & Answer Center for review and a decision by the appropriate academic associate vice president. If the student is satisfied with the decision of the academic associate vice president, the matter is closed. If the student is not satisfied with the decision, the matter moves to the administrative review process (described below).

ADMINISTRATIVE REVIEW PROCESS FOR ACADEMIC GRADE DISPUTES
The student may submit a written request for an administrative review to the vice president of academic affairs and the vice president of student development, explaining the reason
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for requesting the administrative review. The vice president’s reserve the option to uphold the previous decision or render an alternate decision. If there is any change of a grade through the formal processes, a Grade Change Form will be submitted to the Records Office and a confirmation notice (through the student's FalconMail account) will be sent to the student and the instructor.

ACADEMIC INTEGRITY CODE
Daytona State College is committed to providing students with quality instruction, guidance and opportunities for academic and career success by fostering academic excellence in a supportive and personalized learning environment. Maintaining high standards of academic honesty and integrity in higher education is a shared responsibility and an excellent foundation for assisting you in making honorable and ethical contributions to the profession for which you are preparing.

In order to preserve academic excellence and integrity, the college prohibits academic dishonesty in any form, including, but not limited to, cheating and plagiarism.

Grades conferred by instructors are intended to be accurate and true reflections of the coursework actually produced and submitted by you. Suspected violations of the student academic dishonesty code will be handled by individual instructors as outlined in their course syllabus. In some cases, students may be reported to the academic department chair for review and academic consequences. In addition, some students may be referred to the student disciplinary process for appropriate disciplinary resolution.

FORMS OF ACADEMIC DISHONESTY
Academic dishonesty is defined as, but not limited to, receiving or giving unauthorized assistance on a quiz, test, exam, paper or project, or unauthorized use of materials; collaborating with another person(s) without authorization on a quiz, test, exam, paper or project; taking a quiz, test or exam for someone else, or allowing someone else to do the same for you.

PLAGIARISM
Submitting work in which words, facts or ideas from another source are used without acknowledging that the material is borrowed, whether from a published or unpublished source. For specific instructions on how to document information from other sources, students should consult with their instructors.

FABRICATION
Listing sources in a bibliography that one did not actually use in a written assignment, or presenting false, invented or fictitious data/information in a written assignment.

OTHER ACADEMIC MISCONDUCT
Other academic misconduct includes, but is not limited to:

• Impersonating a college faculty, student or staff member;
• Attempting to access, procure or distribute restricted college educational and instructional materials;
• In a testing situation, including testing done electronically within online classes, in face-to-face courses, proctored, or online, conduct such as: looking at a classmate's test, talking to a classmate or leaving the classroom without the instructor's or test proctor's permission;
• Obtaining by theft/purchase or selling/giving part or all of a test; accessing unauthorized websites to facilitate cheating, receiving unauthorized help from others, or any other forms of academic dishonesty that would be considered cheating within a traditional classroom or in the online class environment;
• Altering or attempting to alter academic records of the college which relate to grades; being an accessory to same;
• Use of unauthorized materials or electronic devices during testing in any of the college Assessment Centers or college approved off-campus testing locations;
• Violation of copyright laws and/or unapproved use of intellectual property.
• Refusal to comply with state, college and/or faculty testing policies and practices.
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STUDENT RIGHTS AND GRIEVANCE PROCEDURE
Students who perceive that they have been mistreated by college staff or faculty may register their academic or other grievance with a college supervisor, administrator or academic department chair. Distance Learning students must follow the same procedures.

Reasonable accommodations will be made for Distance Learning students who are unable to attend meetings on one of the college campuses. Students must assume complete responsibility for complying with the informal grievance procedure and attempt to resolve their grievance at the lowest level possible. The college is not responsible for students who are not educated about or misinterpret the college procedures for resolving grievances.

THE RESOLUTION PROCESS FOR ACADEMIC DISHONESTY
The professor or instructor conducting the course may notify the student verbally or by written form that the student is suspected of academic dishonesty and offer an academic consequence or resolution. If the student agrees with the academic consequence issued by the instructor, the matter will be resolved. If the matter is not resolved with the instructor, the student may be referred to the appropriate school chair. The student is required to provide evidence in response to an allegation of academic dishonesty and present information to the school chair that there was an attempt to resolve the matter with the instructor. The school chair will review the matter and offer a resolution or academic consequence. If the matter is not resolved with the school chair, the student may be referred to the academic associate vice president. The academic associate vice president may uphold the previous decision by the school chair or render an alternate academic decision. If the matter is still not resolved, the student may request an administrative review to the vice president of academic affairs and/or the vice president of student development.

The student must submit a written request and explain the reason for the administrative review. The vice president's will review the written request and make the appropriate decision.

STUDENT’S GRADE DURING REVIEW
Until a decision is rendered, the student may not receive a grade for the test or project in question unless a grade has already been issued. If a decision has not been made by the end of the semester in which the incident occurred, a grade of “Incomplete” may be assigned until the matter is resolved. If the student is found not in violation of academic dishonesty, the test/project may be graded and a grade will be assigned. If it is determined that the student is in violation of academic dishonesty, a grade of “0” or “F” will be given for the course in question. Additional disciplinary sanctions may be administered via the student disciplinary process.

COLLEGE EQUITY
Daytona State College prohibits discrimination and assures equal access, equal educational opportunity and equal employment opportunity to all persons regardless of age, ancestry, belief, color, disability, ethnicity, genetic information, gender, marital status, national origin, political affiliation, race, religion, sex, sexual orientation and veteran status.

Our pledge covers recruitment, admission, registration, financial help, counseling, advising, course offerings, extracurricular programs, facilities, health services, athletics, employment and its privileges and benefits. To obtain more information about the college’s equal access and equal opportunity policies, procedures and practices, please telephone Lonnie Thompson, Director of Equity & Inclusion, at (386) 506-3973, or write to him at: 1200 W. International Speedway Blvd., Daytona Beach, FL 32114, Wetherell Center, (Bldg. 100), Rm 316.
The College Equity & Inclusion Office works to ensure that students are provided equal opportunity and equal access to various college services based on its mission, policies and procedures as well as state and federal law. The office assists with fostering an institutional environment of equal access and equal opportunity for students who are racial and ethnic minority persons, females and individuals with disabilities. The office offers guidance in the implementation and understanding of college policies and procedures to ensure clarity of individual protections. The college also has an Equity Committee whose members are reflective of the college community and represent administration, faculty, human resources, student development and athletic activities.

**Informal Procedure for Resolving Equity Concerns by Actively Enrolled Students**

In the event that a currently enrolled student has a specific complaint or concern regarding sexual harassment, discrimination based on federally protected classes listed in the college’s Equity Statement on this page, the student may contact the specific college supervisor or school chair for resolution.

**Formal Procedure for Resolving Student Complaints or Equity Concerns**

Students who have complaints or concerns about sexual harassment, discrimination based on age, ancestry, belief, race, gender, religion, national origin, color, disability, ethnicity, genetic information, veteran status, marital status or political affiliation may submit a formal written complaint to the Question & Answer Center on any college campus. The Question & Answer Center staff will collect the information and forward it to the associate vice president of student development who will review the information and may contact the student for an administrative meeting. The associate vice president will attempt to gather the facts and refer the student to the appropriate supervisor, administrator or academic department chair for resolution at the lowest level possible.

Depending on the sensitive nature of the concern, students may submit a verbal complaint to the associate vice president of student development for review. Formal complaints may be submitted in person, by correspondence or electronic mail. In addition, the associate vice president of student development may consult with the appropriate college administrator, college equity and inclusion director or the Equity Committee to review the student’s complaint or concern. If the student alleges that his/her basic civil rights have been violated, the student must file his/her complaint within sixty (60) calendar days of the incident. The student will be contacted within sixty (60) business days after the complaint is received and notified of the outcome and findings.

If the student is not satisfied with the results of the findings, the student may request (in writing) an administrative review with the chief academic affairs or chief student development officers of the college within 10 business days from the date of notification of the findings. The chief administrative officers may review the student concern and render a decision. Once a decision is reached, the student will be notified within 30 business days.

**Equity Concerns by Non-Students**

A person who is not enrolled with the college who has a specific concern regarding discrimination based on federally protected classes will be referred to the Director of Equity & Inclusion.

**Equity Concerns by Online Students**

Reasonable accommodations will be made for distance learning students who are unable to attend meetings on one of the college campuses. Distance learning and online students may contact the Question & Answer Center.

These concerns may be reviewed by the appropriate supervisor, administrator or academic department chair.
SEXUAL ASSAULT AND MISCONDUCT

Daytona State College will provide all incoming students with information regarding sexual assaults and sexual misconduct. Instances of sexual misconduct occurring on college property or at college-sponsored functions that involved the violation of any state statute or any federal or civil law will be reported to the appropriate law enforcement agency for investigation and prosecution. Campus Safety personnel and campus authorities will report such incidents and cooperate fully with law enforcement agencies. The college will not shelter faculty, staff or students from the state of Florida’s sexual misconduct laws. Victims of sexual assault or misconduct have the right to be assisted by campus authorities in notifying law enforcement. Victims may also decline any such notification. Victims have the right to remain anonymous during the notification and investigative process to the extent permissible by law. The College will provide victims as well as the accused violator with a fair and impartial investigation and resolution. The College officials conducting the investigation will provide the victim as well as the accused violator with a summary of the findings. The official involved in the investigation will adhere to procedures to protect the confidentiality of victims to the extent permissible by law.

SEXUAL HARASSMENT

Sexual harassment is conduct of a sexual nature or with sexual implications that interferes with a student’s status or performance by creating an intimidating, hostile or offensive educational or working environment. This conduct may include, but is not limited to: inappropriate and unwanted touching; the display of sexually explicit or suggestive materials; use of sexually explicit or suggestive language or gestures; and subtle pressure for sexual activity, as well as demands for sexual favors, or physical assault. Complaints of sexual harassment by students should be promptly reported to a college official, the college equity & inclusion director, the vice president of enrollment/student development, or the associate vice president of student development. Upon receipt of an alleged violation, an investigation will be conducted. The complaint may be resolved by intervention or corrective action taken by the college president, or by official disciplinary procedures. The complainant will be advised of the action taken by the college within 30 days of the complaint.

SEXUAL BATTERY/RAPE

Rape can be defined as the “oral, anal or vaginal penetration by another person or object.” Rape is performed against the victim’s will and without his or her consent. An individual who is a minor is unable to provide consent or a person who is mentally incapacitated, asleep, physically overpowered or unconscious, due to alcohol or other drug consumption is also considered unable to give consent. The same definition applies regardless of whether the assailant is a stranger or an acquaintance. The type of force employed may involve physical violence, coercion or threat of harm to the victim.

IF A RAPE OCCURS ON ANY CAMPUS OF THE COLLEGE, THE FOLLOWING PROCEDURES WILL BE TAKEN AND DOCUMENTED:

- Campus Safety personnel will ensure that the victim’s immediate medical needs are addressed.

- Campus Safety personnel will notify, through 911, the appropriate law enforcement agency and provide all available information to them.

- Preservation of the crime scene will be maintained until law enforcement personnel arrive. In reports of a sexual assault received by the Campus Safety Department, the victim will be treated with the utmost respect, and assistance will be rendered to serve the needs of the victim, as well as maintaining his/her confidentiality as provided by law.
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If a student reports a rape that has occurred off campus or at a prior time on campus, the following steps will be taken:

- The victim will be assisted in contacting the appropriate legal authorities and/or service agencies.

Some of the off-campus agencies and their telephone numbers are:

Daytona Beach Police Dept.
(386) 671-5100

Volusia County Sheriff’s Dept.
(386) 248-1777 (Daytona)
(386) 736-5999 (DeLand)

New Smyrna Beach Police Dept.
(386) 424-2220

Edgewater Police Dept.
(386) 424-2425

Flagler County Sheriff’s Dept.
(386) 437-4116

Sexual Assault HotLine
800-503-7621

Sexual Assault Support Group
(386) 236-3123

Victim’s Advocate Office/State Attorney
(386) 239-7710

Daytona State College offices that can provide assistance are:

Campus Safety Office
(386) 506-4444

Equity & Inclusion Office
(386) 506-3973

Judicial Affairs Office
(386) 506-4510

Crisis Intervention & Ombudsman Office
(386) 506-3038

The Center for Women & Men
(386) 506-3068

Drug and Alcohol Laws

Alcohol

Local: Municipal and county ordinances prohibit the consumption or possession of alcoholic beverages in most public places, including Volusia County beaches, or on any public school property. Local laws also forbid the possession of alcoholic beverages in open containers on any public street, thoroughfare, sidewalk, or any public or semi-public parking facility.

The consumption of alcohol is prohibited during specific hours in clubs and certain premises open to the public.

Penalties for violations of local laws regarding alcoholic beverages include fines of up to $500 and/or imprisonment for terms of up to 60 days.

State: Florida law prohibits both the sale of alcoholic beverages to persons under 21 years old and the possession of alcohol by anyone under 21. It is unlawful for any person to misrepresent or misstate his or her age in order to procure alcoholic drinks. This includes the manufacture or use of false identification. Use of forged identification for the purpose of procuring alcoholic beverages is a felony.

State law also makes it illegal to possess open containers of alcoholic beverages or consume alcohol in moving or standing vehicles. Under Florida law, driving under the influence of alcohol or any controlled chemical substance (DUI) is an offense evidenced by impairment of normal faculties or an unlawful blood or breath alcohol level of .08 or higher.

All provisions of Florida’s DUI law can be found online at: www.flhsmv.gov/ddl/duilaws.html

Federal: The regulation of alcoholic beverages generally is given over to state and local control.
DRUGS

LOCAL: City and county laws prohibit the possession or consumption of illegal drugs or intoxicating substances in public parks.

STATE: In Florida it is a crime to possess, manufacture, deliver, sell, or possess with the intent to sell certain controlled substances, including illicit drugs such as cocaine, opium and hallucinogens.

 Trafficking in illegal drugs constitutes a felony. It is a felony to sell, purchase, manufacture or deliver, or possess with the intent to sell, purchase, manufacture, or deliver, a controlled substance in, or within 1,000 feet of the real property comprising a public or private elementary, middle, secondary school, community, or state college or university. Felony level penalties include substantial terms of imprisonment, civil fines, and civil forfeiture of all real or personal property used in the illegal activity or obtained with the proceeds of the illegal activity.

FEDERAL: Federal law penalizes the unlawful manufacturing, distribution, use, sale, and possession of controlled substances. The penalties vary based on many factors, including the type and amount of the drug involved, and whether there is intent to distribute. Federal law sets penalties for first offenses ranging from less than one year to life imprisonment and/or fines up to $10 million. Penalties may include forfeiture of property, including vehicles used to possess, transport, or conceal a controlled substance; the denial of professional licenses or Federal benefits, such as student loans, grants, and contracts; successful completion of a drug treatment program; community service; and ineligibility to receive or purchase a firearm.

Federal law holds that any person who distributes, possesses with intent to distribute, or manufactures a controlled substance on or within one thousand feet of an educational facility is subject to a doubling of the applicable maximum punishments and fines.

HEALTH AND BEHAVIORAL RISKS
The negative physical and mental effects of the use of alcohol and other drugs are well documented. Use of alcohol and other drugs may cause: blackouts, poisoning, and overdose; physical and psychological dependence; damage to vital organs such as the brain, heart, and liver; inability to learn and remember information; and psychological problems including depression, psychosis, and severe anxiety. Impaired judgment and coordination resulting from the use of alcohol and other drugs are associated with acquaintance assault and rape; DUI/DWI arrests; hazing; falls, drownings, and other injuries; contracting sexually-transmitted infections including AIDS; and unwanted or unplanned sexual experiences and pregnancy. The substance abuse of family members and friends may also be of concern to individuals. Patterns of risk-taking behavior and dependency not only interfere in the lives of the abusers, but can also have a negative impact on the affected students’ academic work, emotional well-being, and adjustment to college life. Individuals concerned about their own health or that of a friend should consult a physician or mental health professional. Health and behavioral risks of some commonly abused drugs include the following:

AMPHETAMINES
Cocaine, Crack
Cocaine use leads to increased alertness, agitation, apathy, dilated pupils, elevated heart rate and respiratory rate, increased body temperature and with oralfatory use can cause stuffy and runny nose and perforated nasal septum. Depression follows use along with the strong desire to repeat usage. Crack can cause delirium, hallucinations, blurred vision, chest pain, muscle spasms, convulsions and death. These drugs are highly addictive.
OTHER AMPHETAMINES
Methamphetamine, Ritalin, Speed, Ecstasy
Amphetamines are highly addictive and have
the ability to cause euphoria, increased pulse
rate and blood pressure, loss of appetite,
excitation, increased body temperature,
hallucinations, irrational behavior,
convulsions and upon withdrawal causes
long periods of sleep, irritability, depression,
tremors, loss of coordination, collapse and
death.

HALLUCINOGENS
Peyote, PCP, Mescaline
Hallucinogens produce hallucinations, panic,
confusion, suspicion, anxiety, loss of control,
flashbacks and an altered perception of
time and distance. They produce a blocking
of pain receptors and affect the center of
the brain that controls intellect and keeps
instincts in check. The use of hallucinogens
can cause death.

MARIJUANA
Marijuana is classified as a hallucinogen. It
causes euphoria, relaxed inhibitions, fatigue,
paranoia, altered sense of time, reduced
coordination, increased appetite and
impaired comprehension and memory.
The immune system of users is lowered and
there is an increased risk for lung diseases.
The active ingredient, THC, is stored in the
fatty tissue of the brain and reproductive
system for a minimum of 28-30 days.

STEROIDS
Steroids have many legitimate health
benefits in the hands of medical
professionals. However, abuse of these
powerful drugs can cause irreversible
damage to your body. Androgenic steroids,
which are related to male sex hormones,
are commonly abused for the purpose of
gaining muscle mass and enhancing athletic
performance. Well-documented research
shows that the long-term health risks of
taking these drugs far outweigh any athletic
benefits. Health risks include testicular
atrophy, reduced sperm count and increased
risk of prostate cancer for men. For women,
the risks include growth of facial hair,
male-pattern baldness, changes in or
cessation of the menstrual cycle.

Liver tumors and kidney damage in both
men and women have been linked to steroid
use. Aggressive behavior and other
psychiatric side effects have also been
documented in both men and women
steroid abusers.

DEPRESSANTS
Valium, Librium, Phenobarbital, Roofies,
Quaaludes
Depressants slow body functioning and
cause slurred speech, disorientation,
drunken behavior, shallow respiration,
clammy skin, dilated pupils, weak and rapid
pulse, anxiety, insomnia, tremors, delirium,
convulsions, coma and death. Depressants
produce high to moderate levels of tolerance
and addiction.

ALCOHOL
Although responsible and legal consumption
of alcohol is a common social custom in
America and many other countries, alcohol
is also considered one of the most widely
abused drugs in the world. Classified as
a depressant, alcohol affects the nervous
system, impairing speech, vision and other
motor skills. It can impair judgment and
abstract mental functioning, including the
ability to learn and remember. Alcohol abuse
has been associated with increased violent
or aggressive acts such as spouse/child
abuse, sexual assaults, vandalism and fights.
Consumption of large quantities of alcohol
(binge drinking) can cause fatal alcohol
poisoning. Alcohol is highly addictive and
its withdrawal can be life threatening. Use
during pregnancy can cause permanent birth
defects. Children of alcoholics are at greater
risk for alcoholism. Alcohol abuse can cause
permanent damage to vital organs, such as
the brain and liver and has been associated
with various types of cancers.

OPIATES
Demerol, Dilaudid, Heroin, Methadone,
Codeine, Morphine, Oxycontin
Opiates are narcotics, painkillers, which
cause diminished perception of pain,
euphoria, drowsiness, nausea, constricted
pupils, reduced heart rate and depression.
Narcotics are highly addictive and an
overdose can result in death.
INHALANTS
Paint, Glue
Inhalants can cause nosebleeds, nausea, loss of consciousness and with prolonged use cause damage to the nervous system and other organs. High doses can result in loss of consciousness. The use of inhalants is psychologically addicting.

TOBACCO PRODUCTS
Although state law defines legal uses of tobacco products, health-care experts consider tobacco use to be the leading preventable cause of disability, disease and death in the United States. Nicotine, the active drug in all tobacco products, is considered as addictive as heroin and cocaine.

DRUG & ALCOHOL POLICIES
In compliance with the Federal Drug Free Schools and Campuses Regulations (34 CFR Part 86), Daytona State College prohibits the illegal use, purchase, sale, distribution, manufacture, or possession of drugs and alcohol on its campuses or at any college-related activities. Any student who reports for class or performs his/her duties while under the influence of alcohol or other drugs will be in violation of this policy. This policy applies to all employees and students. Violation of this policy can result in referral to appropriate law enforcement authorities, disciplinary action up to and including immediate suspension, expulsion, termination, probation, loss of financial aid and/or a requirement of satisfactory participation in a college-approved alcohol or drug rehabilitation program. A criminal conviction is not required for sanctions to be imposed upon a student or employee for violation of this policy. The college will impose sanctions consistent with local, state and federal law upon all employees and students who violate these standards of conduct. Students who violate this policy will be referred to the vice president of enrollment and student development for appropriate disciplinary action. Employees will be referred to the human resources officer for appropriate disciplinary action. Drug testing may be required if the college develops a “reasonable suspicion” that the student has used drugs in violation of the campus policy. Reasonable suspicion will be based upon objective facts such as causing or contributing to an accident at the college, exhibiting abnormal conduct, erratic behavior or manifestations of using drugs or being under the influence of a drug. Students will be referred to the Judicial Affairs Office, which will consult with appropriate officials to determine the need for drug testing. All students receiving financial aid will notify the college within five days of any conviction for any offense relating to the possession, sale, purchase, delivery, use, manufacture, or distribution of illegal drugs or controlled substances.

COMMUNITY RESOURCES
Stewart Marchman ACT Center
(888) 516-2296
3875 Tiger Bay Rd., Daytona Beach

Haven Recovery Center
(386) 257-3609
245 South Amelia Ave., DeLand

Volusia County Intergroup (AA)
(www.aadaytona.org)
(888) 756-2930
345 Beville Rd., Daytona Beach

Community Counseling
(386) 437-5166
105 N. Bay St., Bunnell

Methadone Treatment Center
(386) 254-1931
737 Int’l. Speedway Blvd., Daytona Beach

Hearthstone Foundation
(386) 238-1348
814 N. Beach St., Daytona Beach

SAAFE Health Services, LLC
(386) 256-4118
570 Memorial Circle, Ormond Beach

Center for Drug Free Youth
(386) 423-7911
1431 S. Dixie Freeway
New Smyrna Beach

FREE Quit Smoking Now Classes
(877) 784-8486 Toll Free
www.NorthFloridaAHEC.org
1107 Myra Street, Suite 250
Jacksonville, FL 32204
EQUITY STATEMENT
Daytona State College prohibits discrimination and provides equal access, equal educational opportunity and equal employment opportunity to all persons regardless of age, ancestry, belief, color, disability, ethnicity, genetic information, gender, marital status, national origin, political affiliation, race, religion, sex, sexual orientation and veteran status. Our pledge covers recruitment, admission, registration, financial help, counseling, advising, course offerings, extracurricular programs, facilities, health services, athletics, employment and its privileges and benefits. To obtain more information about the college’s equal access and equal opportunity policies, procedures and practices, please telephone Lonnie Thompson, Director of Equity & Inclusion, at (386) 506-3973, or write to him at: 1200 W. International Speedway Blvd., Daytona Beach, FL 32114.

ACCREDITATION STATEMENT
Daytona State is accredited by the Commission on Colleges, Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, GA 30033-4097: Telephone number (404) 679-4500, website: www.sacscoc.org) to award two-year associate of arts, associate of science degrees, bachelor of applied science in supervision and management, a bachelor of science in education degree, and a bachelor of science in engineering technology degree.

MISSION STATEMENT
Daytona State College, a comprehensive public college, provides access to a range of flexible programs from enrichment to the baccalaureate degree, emphasizing student success, embracing excellence and diversity, as well as fostering innovation to enhance teaching and learning.
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**August/September**

- **M** 24: FALL CLASSES BEGIN (15-WEEK FALL A AND ADULT EDUCATION COURSES)
- **T** 25: LAST DAY TO ADJUST SCHEDULES FOR FALL A COURSES
- **W** 26: LAST DAY TO ADJUST SCHEDULES FOR 15-WEEK COURSES
**Welcome Back**

**Deltona Campus, 9-11 AM**
In Front of Fathi Hall

**Welcome Back**

**Daytona Beach Campus, 11 AM -1 PM**
Echo Plaza
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Welcome Back
ATC, 1-3 PM
Atrium

Welcome Back
Flagler/Palm Coast Campus
10:30 AM-12:30 PM, Awnings Area

Constitution Day

September

August

September

October

November

December

January

WelCome BaCk
WelCome BaCk
M              21

T  22

W  23

TH  24

F  25

SA  26

SU  27

CLUB FUNDING WORKSHOP
DAYTONA BEACH CAMPUS, 1 PM
LENHOLT STUDENT CENTER (BLDG. 130), RM 154

CLUB FUNDING WORKSHOP
DAYTONA BEACH CAMPUS, 1 PM
LENHOLT STUDENT CENTER (BLDG. 130), RM 154
Last day to withdraw from classes with no grade penalty (Fall term)
MUSIC PRODUCTION ROCKS!
MID-TERM CONCERT, 7:30 PM
DAVIDSON THEATER, THE NEWS-JOURNAL CENTER

AMERICAN HEART ASSOCIATION HEART WALK
DAYTONA INTERNATIONAL SPEEDWAY, 5:30 PM
October

M 12
T 13
W 14
TH 15
F 16
SA 17
SU 18

Fall A Term Classes End

Symphonic Band Concert
The News-Journal Center, 2:30 PM
Davidson Theater
MURDER AT CAFÉ NOIR (DINNER MURDER MYSTERY)
GRAND LOBBY, THE NEWS-JOURNAL CENTER, TIME TBA

MURDER AT CAFÉ NOIR (DINNER MURDER MYSTERY)
GRAND LOBBY, THE NEWS-JOURNAL CENTER, TIME TBA

MURDER AT CAFÉ NOIR (DINNER MURDER MYSTERY)
GRAND LOBBY, THE NEWS-JOURNAL CENTER, TIME TBA
<table>
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<tr>
<th>Date</th>
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<tr>
<td>Oct 26</td>
<td>FALL B, 7-WEEK TERM BEGINS</td>
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<tr>
<td>Oct 27</td>
<td>COLLEGIATE ALCOHOL AWARENESS DAY</td>
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<td>Oct 28</td>
<td>IMPROV NIGHT</td>
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<td>Oct 29</td>
<td>THE NEWS-JOURNAL CENTER, 7:30 PM</td>
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<td>Oct 30</td>
<td>SYMPHONY ORCHESTRA</td>
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<td>Oct 31</td>
<td>THE NEWS-JOURNAL CENTER, 2:30 PM</td>
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**August 2015**

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**January 2016**

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**November**

**Monday, November 2**

ADVANCED REGISTRATION FOR SPRING TERM

**Tuesday, November 3**

INTERNATIONAL CULTURAL FESTIVAL
DAYTONA BEACH CAMPUS, 11 AM-1 PM
STUDENT LANDING

**Wednesday, November 4**

OPEN REGISTRATION FOR SPRING TERM

**Thursday, November 5**

LAST DAY TO WITHDRAW FROM CLASSES WITH NO GRADE PENALTY
(15-WEEK CLASSES)

**Friday, November 6**

**Saturday, November 7**

**Sunday, November 8**
VETERANS DAY CELEBRATION
DAYTONA BEACH CAMPUS, 11 AM - 1 PM
STUDENT LANDING

JAZZ CONCERT
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER
**November**

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16

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22

**BASKET BRIGADE COLLECTIONS, COLLEGE-WIDE**

**GRADUATION APPLICATION PRIORITY DEADLINE**

**BASKET BRIGADE DELIVERIES, SGA OFFICE, LENHOLT STUDENT CENTER**

**DAYTONA BEACH CAMPUS**

**FALL PLAY: THE DINING ROOM**

**THE NEWS-JOURNAL CENTER, 7:30 PM, GILLESPY THEATER**

**FALL PLAY: THE DINING ROOM**

**THE NEWS-JOURNAL CENTER, 2:30 & 7:30 PM, GILLESPY THEATER**

**FALL PLAY: THE DINING ROOM**

**THE NEWS-JOURNAL CENTER, 2:30 PM, GILLESPY THEATER**

**GREAT AMERICAN SMOKE OUT**

**FEB**

16

**MARCH**

16

**APRIL**

16

**MAY**

16

**JUNE**

16

**JULY**

16

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7 8 9 10 11 12 13

14 15 16 17 18 19 20

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28 29
LAST DAY TO WITHDRAW FROM CLASSES WITH NO GRADE PENALTY (FALL-B CLASSES)

WORLD AIDS DAY

OUR MUSICAL GIFT TO THE COMMUNITY
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER

OUR MUSICAL GIFT TO THE COMMUNITY
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER
Yuletide Feast
Daytona Beach Campus, 6:30 PM
Goddard Theater

FALL DANCE RECITAL
The News-Journal Center, 2:30 PM Davidson Theater

Yuletide Feast
Daytona Beach Campus, 6:30 PM
Goddard Theater

Yuletide Feast
Daytona Beach Campus, 6:30 PM
Goddard Theater

Yuletide Feast
Daytona Beach Campus, 6:30 PM
Goddard Theater
MUSIC PRODUCTION ROCKS!
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER

FALL CLASSES END
(7-, 15- WEEK COLLEGE CREDIT AND ADULT EDUCATION CLASSES)
WINTER BREAK (COLLEGE CLOSED)
DEC. 21- JAN. 3

CHRISTMAS DAY

winter Break (College Closed)
dec. 21- jan. 3
January

College Open

4

5

6

7

8

9

10
SPRING ADULT EDUCATION COURSES BEGIN

SPRING PLANNING FOR FACULTY
JAN. 11-15
January

18
MARTIN LUTHER KING, JR. HOLIDAY
(COLLEGE CLOSED)

19
SPRING CLASSES BEGIN
(15-WEEK, SPRING)

20
LAST DAY TO ADJUST SCHEDULES FOR SPRING 15-WEEK COURSES

21
LAST DAY TO ADJUST SCHEDULES FOR SPRING A COURSES

22

23

24

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OCT 15
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NOV 15
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DEC 15
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JAN 16
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**Welcome Back**  
**Daytona Beach Campus, 11 AM-1 PM**  
**Echo Plaza**

**Welcome Back**  
**Deltona Campus, 9-11 AM**  
**Courtyard Ensemble**

**Ensemble P4**  
**The News-Journal Center, 2 PM**  
**Davidson Theater**
WELCOME BACK
DELAND CAMPUS, 11 AM-1 PM
COURTYARD

WELCOME BACK
ATC, 2-4 PM
COURTYARD
M 8

SEXUAL RESPONSIBILITY WEEK
FEB. 8-12, COLLEGE-WIDE

T 9

WELCOME BACK
FLAGLER/PALM COAST CAMPUS, 10:30 AM-1:30 PM
COURTYARD

W 10

WELCOME BACK
NSB-EDGEWATER CAMPUS, 11 AM-1 PM
COURTYARD

TH 11

F 12

SA 13

SU 14
february

M 15

T 16

W 17

TH 18

F 19

SA 20

SU 21

CLUB FUNDING WORKSHOP,
DAYTONA BEACH CAMPUS, 1 PM
LENHOLT STUDENT CENTER, RM 154

CLUB FUNDING WORKSHOP
DAYTONA BEACH CAMPUS, 1 PM
LENHOLT STUDENT CENTER, RM 154
February

Last day to withdraw from classes with no grade penalty (Spring A classes)

Spring play #1
The News-Journal Center, 7:30 pm
Gillespy Theater

Spring play #1
The News-Journal Center, 2:30 pm
Gillespy Theater
MUSIC PRODUCTION ROCKS!
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER

SPRING PLAY #1
THE NEWS-JOURNAL CENTER, 7:30 PM
GILLESPY THEATER

SPRING PLAY #1
THE NEWS-JOURNAL CENTER, 7:30 PM
GILLESPY THEATER

ORCHESTRA CONCERT
THE NEWS-JOURNAL CENTER, 2:30 PM
DAVIDSON THEATER
SAFE SPRING BREAK
DAYTONA BEACH CAMPUS, 11 AM-1 PM
ECHO PLAZA

SPRING A COURSES END
SPRING BREAK ENDS (CLASSES RESUME)

SPRING B CLASSES BEGIN

LAST DAY TO ADJUST SCHEDULES FOR SPRING B COURSES

GRADUATION APPLICATION PRIORITY DEADLINE

INSTRUMENTAL EXTRAVAGANZA
LOCATION TBA, 7:30 PM
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**April**

**Last Day to Withdraw From Classes With No Penalty**  
Spring 15-Week Courses

**March 16**

**Vocal Pops Concert**  
The News-Journal Center, 2:30 PM  
Gillespy Theater,
April

11 Monday

12 Tuesday

13 Wednesday

14 Thursday

15 Friday

16 Saturday

17 Sunday

Awards Convocation
Daytona Beach Campus, Time TBA
Lemerand Center

Jazz Concert
The News-Journal Center, 7:30 PM
Davidson Theater
**APRIL**

**18**

**EARTH DAY EVENT**
DAYTONA BEACH CAMPUS, 11 AM-1 PM
ECHO PLAZA

**19**

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**DANCESCAPES**
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER

**DANCESCAPES**
THE NEWS-JOURNAL CENTER, 2:30 & 7:30 PM
DAVIDSON THEATER
LAST DAY TO WITHDRAW FROM CLASSES WITH NO GRADE PENALTY
SPRING B COURSES

SYMPHONIC BAND CONCERT
THE NEWS-JOURNAL CENTER, 7:30 PM
DAVIDSON THEATER

SPRING PLAY #2
THE NEWS-JOURNAL CENTER, 7:30 PM
GILLESPY THEATER

SPRING PLAY #2
THE NEWS-JOURNAL CENTER, 2:30 PM
GILLESPY THEATER
**Spring Dance Recital**  
The News-Journal Center, 2:30 PM  
Davidson Theater

**Music Production Rocks!**  
The News-Journal Center, 7:30 PM  
Davidson Theater
SPRING CLASSES END
ADULT EDUCATION, SPRING B AND 15-WEEK COURSES
May

16
College Commencement, Ocean Center
Time TBA
May

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Patriotic Concert
The News-Journal Center, 7:30 PM
Davidson Theater
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**July**

**INDEPENDENCE DAY (COLLEGE CLOSED)**
JAZZ CONCERT
THE NEWS-JOURNAL CENTER, 7:30 PM
GILLESPY THEATER
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<td>- Lenholt Student Center (B/130) R/124</td>
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For additional assistance, please check the Student Complaints, STudent Judicial Affairs, or TUTORING sections for contact information.
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