



Courses

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Student Code of Conduct

not steal, or attempt to steal, private property of another when on Forsyth Tech grounds or while attending a Forsyth Tech activity, function or event held off Forsyth Tech grounds.

Rule 4. Assault or Verbal Abuse of Forsyth Tech Employees

activity, function or event off Forsyth Tech grounds. Special technical or vocational credit programs, such as the health credit programs, may require special attire for clinical or laboratory areas. A student shall not attend classes or laboratory work conducted in the clinical or laboratory areas if such student is in violation of the attire codes for such areas.

Rule 12. Involuntary Psychological or Psychiatric Withdrawal

It shall be grounds for immediate dismissal if and when it shall be determined in the reasonable discretion of the president or vice president of Forsyth Tech that a student poses a threat to the physical well-being of himself or others or i

Act.

12. Any other computer related activity deemed by the State or Federal law, regulation, or Forsyth Technical Community College school policy to be prohibited.

In the event of a violation, Forsyth Technical Community College will take action according to college policy. In the event of violation(s) of local, state, federal or international laws and regulations, Forsyth Technical Community College will cooperate with the appropriate investigative agencies.

You DO NOT have a reasonable expectation of privacy with regard to your computer use at Forsyth Technical Community College, including, but not limited to, your e-mail, files, and all other account activity.

Rule 17. Computer Software Copyright Policy

Forsyth Tech purchases licenses for use of a wide variety of copyrighted computer software. The college does not own the copyright on this software or its related documentation and, unless authorized by the software developer or publisher, does not have the right to reproduce it.

According to the United States Copyright Law, illegal reproduction of computer software can be subject to civil damages up to \$100,000 and criminal penalties including fines and imprisonment.

Forsyth Tech does not condone the illegal duplication of computer software or the use of illegally duplicated software. College employees and students shall use computer software only in accordance with its licensing agreements. Any employee or student who makes, acquires or uses unauthorized copies of computer software shall be subject to disciplinary action.

The following are the degrees of disciplinary action that may be taken as a result of violation of the Student Code of Conduct:

- A. - A verbal warning that the specific behavior/ condition will not be continued or repeated or further disciplinary action will be taken.

threat to the safety of the campus.

A. Instructional Areas

Any instructor may request a student to leave a class, laboratory, shop or clinical area when, in the opinion of the instructor, the student's conduct or personal demeanor disrupts normal classroom activities. If the student refuses to leave the class, the instructor may call Campus Police for assistance. The instructor, identifying the student and the cause for dismissal from class, will immediately notify in writing the division dean and the dean of Enrollment and Student Services of actions taken.

The burden of requesting re-entry to class, laboratory or clinical areas will be upon the student involved. Request for re-entry must be made in writing to the instructor before the next class meeting. If the instructor is uncomfortable readmitting the student to class, she or he should refer the student to the counseling staff. If the instructor does not readmit the student, the instructor will send a written report (approved by the division dean) to the student, the vice president of Instructional Services and the dean of Enrollment and Student Services. If disciplinary action is warranted, the dean of Enrollment and Student Services will contact the conduct officer.

B. Non-Instructional Areas

Any employee or student may file a written complaint for

3. The counseling staff will conduct drug awareness and education workshops for students each semester. Individual counseling sessions and educational materials will be available in Counseling, Career and Disability Services at all times.
4. The counseling staff will include in orientation sessions reference to drug policies, drug awareness and sources for assistance.
5. The counseling staff will be available to lecture and assist instructional staff with class presentations to help educate students regarding the health risks of alcohol and drug abuse.
6. The counseling staff will have available referrals for treatment and more extensive assistance.
7. The counseling staff will biennially assess the institutional environment by reviewing data from Campus Police, Counseling, Career and Disability Services, instructors and other community resources to guide educational program development for students.

Staff, faculty and students of Forsyth Tech are encouraged to report all criminal actions and other related emergencies to the Campus Police, located in the Carolina Annex, Main Campus. A special emergency number has been established. Staff, faculty and students may dial extension from any campus telephone (excluding pay telephones) and receive immediate assistance. Pay telephones provided throughout campus locations are available for students to dial 911 for immediate assistance. In addition, the college has installed red emergency phones throughout the campus. Upon picking up the receiver, the phone automatically dials the emergency number. Upon receipt of a call, a Campus Police officer is assigned to respond. The call is documented if necessary, investigated and processed by the investigating officer. If necessary, or where appropriate, an outside agency such as the Winston-Salem Police Department maybe contacted for assistance. Other staff of the college, such as the vice president of Student Services, may also become involved where appropriate.

All complaints are reviewed and, where appropriate, action is taken by the director of Campus Police. Further review and action may occur up through the chain of command, including the president and board of trustees.

A sworn Campus Police officer is on duty at all times regular classes are in session.

It shall be a violation of Forsyth Tech's code of conduct for a student to commit any one of the following acts:

1. Academic cheating, including, but not limited to, unauthorized copying of academic work of another, collaboration for use of notes or books on examinations without prior permission of the instructor.

a confidential complaint to the vice president of Student Services or the director of Human Resources for employees. An investigation of these allegations will be conducted promptly and appropriate action taken.

Sexually harassing behavior may include offensive sexual flirtation, advances, propositions; continued or repeated abuse of a sexual

