

**San Jose Evergreen College District
Chapter 5 Board Policies (Student Services)**

SJECED BOARD APPROVED AUGUST 12, 2012

BP 5000

Student Services Policy

The San Jose/Evergreen Community College District shall provide and support a program of student services that will assist students to make optimal use of the educational opportunities afforded them.

The District shall provide educational, career, social and personal counseling services designed to assist students in evaluating abilities, interests and aptitudes, and in realizing their potential.

Additionally, the District will provide support services to students such as culturally focused programs, financial aid assistance, transfer assistance, specialized services for students with disabilities, and those who are socio-economically and educationally disadvantaged. The District is committed to providing all students opportunities to engage and become an integral part of the college community 6/9/08

BP 5010

Admissions and Concurrent Enrollment

Education Code Section 76000, 76001, 76002; Labor Code Section 307

NOTE: The final doc approved by the Board omitted the language for this policy in error.

BP 5010.1

Regular Admission

Reference:

Education Code Section 76000, 76001, 76002; Labor Code Section 3077

The District shall admit students who meet one of the following requirements and who are capable of profiting from the instruction offered:

- Any person over the age of 18 and possessing a high school diploma or its equivalent.
- Other persons who are over the age of 18 years without a high school diploma or equivalent and based upon multiple measures are deemed capable of profiting from the instruction offered.
- A minor student who is a high school graduate or has passed the California Proficiency Examination, or the G.E.D. or its equivalent.
- Persons who are apprentices as defined in Section 3077 of the Labor Code

BP 5010.2

Special Admission

Admission of special, part-time students (concurrent enrollment)

- Any student whose age or class level is equal to grades 9-12 is eligible to attend as a special part-time student for advanced scholastic or vocational courses.
- Any student whose age or class level is equal to grades 9-12 is eligible to attend as a special full-time student as outlined in regulation.
- Any student enrolled in grades 9- 12 may attend summer session as outlined in regulation.
- Any student whose age or class level is equal to grades 9-12 who is home schooled, or no longer affiliated with a recognized high school, may attend as a special part-time student. Such students must complete supplemental applicant information and meet with the president's designee. Home school affiliation must be provided prior to approval.
- Any student whose age or class level is below grade 9 may be eligible to attend as a special part-time student for advanced scholastic or vocational courses. Such students must have presidential approval (or designee's) to attend and complete additional procedures as required. (See Procedures AP 5011.1)

The District reserves the right to limit enrollment for all special part-time R-40 students (concurrent enrollment) or special part-time R-42 middle school students based on course availability.

- Special part-time R-40 or R-42 students may not enroll in more than 11 units (Students are strongly recommended not to take more than 3-6 units)
- Special part-time R-40 students approved to take more than 11 units will be responsible for paying full fees as a regular student

(Ed Code section 76300(f)) 48800 and 76001.

BP 5010.3

Denial of Requests for Admission of Highly Gifted Students

If the Board denies a request for special full time or part time enrollment by a pupil who is identified as highly gifted, the board will record its findings and the reason for denying the request in writing within 60 days as described in Administrative Procedures 5011.2

The President or designee shall establish procedures regarding evaluation of requests for special full time or part time enrollment by a pupil who is identified as highly gifted.

Reference: Education Code 76001(b).

BP 5010.4**Claims for State Apportionment for Concurrent Enrollment**

Claims for state apportionment submitted by the district based on enrollment of high school pupils shall satisfy the criteria established by statute and any applicable regulations of the Board of Governors.

The President or designee shall establish procedures regarding compliance with statutory and regulatory criteria for concurrent enrollment.

Reference: Education Code 76002

BP 5010.5**Admission of Nonresident and International Students**

The District may admit nonresident and international students who meet admissions criteria as outlined in BP 5010.

An international student is defined as one who is in this country on valid and current ~~student~~ visa and who also meets the following requirements:

1. Demonstrate proficiency in the use of the English language to a degree which will enable them to profit from instruction,
2. Offer evidence of a standard degree of academic aptitude and achievement equivalent to an American high school education,
3. Meet any standards of health specifically set forth by Federal, State or local authorities, and
4. Provide verification of compliance with all applicable rules of US Citizenship and Immigration Services (USCIS) and any other valid and applicable visas.

BP 5015**Residence Determination**

Reference:

Education Code Sections 68040; 76140; Title 5, Sections 54000, et seq.

Students shall be classified at the time of each application for admission or registration as a resident or nonresident student.

RESIDENT

A resident is any person who ~~has been a bona fide resident of~~ resided in California for at least one year on the residence determination date. The residence determination date shall be the day immediately preceding the first day of a semester or summer session for which the student applies to attend.

Residence classification shall be made based on the first day of California Residence and shall be recorded for each student at the time applications for admission are accepted or registration occurs and whenever a student has not been in attendance for more than one semester. A student previously classified as a nonresident may be reclassified as of any residence determination date.

The President or designee shall enact procedures to assure that residence determinations are made in accordance with Education Code and Title 5 regulations.

NONRESIDENT

A nonresident is a person who does not meet the residency requirement for a resident described above.

See Administrative Procedures AP 5015

The President or Designee shall establish procedures regarding ability to benefit and admission of high school and younger students (Duarte 5/1/07)

BP 5020

Nonresident Tuition

Reference: Education Code Sections 68050, 68051, 68130, 68130.5, 76141; Title 5 section 54045.5A nonresident is a person who does not meet the residency requirement. Nonresident students shall be charged nonresident tuition for all units enrolled.

Not later than February 1 of each year, the President or designee shall bring to the Board for approval an action to establish nonresident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual.

Pursuant to EC76141 the District shall charge a capital outlay fee to international F1 students.

The President or designee shall establish procedures regarding collection, waiver, and refunds of nonresident tuition.

BP 5020.1

Fee Exemptions to Nonresident Tuition

Exemptions to the nonresident tuition may be made as outlined by the Ed Code 76140(a)(2) as follows:

Any nonresident who is both a citizen and resident of a foreign country, if the nonresident has demonstrated a financial need for the exemption. Not more than 10 percent of the nonresident foreign students attending any community college district may be so exempted. Exemptions made pursuant to this paragraph may be made on an individual basis.

Exemptions to the nonresident tuition fee will be made pursuant to Education Code section 68130 (AB540); and pursuant to the categories listed in the California Community College Attendance Accounting Manual as eligible for exemption.

BP 5020.2

Fee exemption for Non-Resident High School Students

References:

Education Code Sections 76300(f), 48800, 76001.

California high school non-resident students who are enrolled in a total of six or less units per semester or per summer session in this district will not be charged tuition. Tuition fee waivers for non-resident high school students taking more than six units but less than twelve units per semester will only be granted under exceptional circumstances by the President or designee under AP 5020.

BP 5030

Fees

Reference:

Education Code Sections 76300, et seq.

The Board authorizes allowable fees. The President or designee shall establish procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The procedures shall also assure those who are exempt from or for whom the fee is waived (special part-time concurrently enrolled R40 students) are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs.

BP 5030.1

Enrollment Fee

Reference:

Education Code Section 76300

Each student shall be charged a fee for enrolling in credit courses as required by law.

Ed Code 76300 authorizes the Board to waive fees for special part-time students who are attending high school also known as concurrent enrollment students. Students defined as special

part-time concurrent R-40 students are exempt from registration fees. Students defined as special part-time middle school students are required to pay full fees as a regular students

See Administrative Procedures AP 5031.1

BP 5030.2

Auditing Fee

The District does not permit auditing

BP 5030.3

Health Fee

Reference:

Education Code Section 76355

The President or designee shall present to the board for approval a fee to be charged to all students for student health services ~~and~~ with specified exemptions.

5030.4

Parking Fee

Reference:

Education Code 76360

The President or designee shall present for board approval fees for parking for students as needed.

BP 5030.5

Physical education facilities fees:

Reference:

Education Code 76395

Where the District incurs additional expenses because a physical education course is required to use non-district facilities, students enrolled in the course shall be charged a fee for participating in the course. Such fee shall not exceed the student's calculated share of the additional expenses incurred by the district.

See Administrative Procedures AP 5031.5

BP 5030.6

Student Representation Fee

Reference:

Education Code 76060.5

Based on a vote of the Student Body of a college, students of that college may ~~will~~ be charged a \$1 fee per semester to be used to provide support for student governmental affairs representation. A student may refuse to pay the fee for religious, political, financial or moral reasons and shall submit such refusal in writing.

See Administrative Procedures AP 5030.6

BP 5030.7

Transcript Fees

Reference- Education Code 76223

The District shall charge a reasonable amount for furnishing copies of any student record to a student or former student. The President or designee is authorized to establish the fee, which shall not exceed the actual cost of furnishing copies of any student record. No charge shall be made for furnishing up to two transcripts of students' records, or for two verifications of various records from each college. There shall be no charge for searching for or retrieving any student record.

See Administrative Procedures AP 5030.7

BP 5030.8

International Students Application Processing Fee:

Reference:

Education Code Section 76142

The District shall charge students who are both citizens and residents of a foreign country a fee to process his or her application for admission. This processing fee and regulations for determining economic hardship may be established by the President or designee. The fee shall be one hundred dollars (\$100), which shall be deducted from the tuition fee at the time of enrollment.

See Administrative Procedures AP 5030.8

BP 5030.9

Instructional materials fees:

Reference:

Education Code Section 76365; Title 5 Section 59400 et seq.

Students may be required to provide required instructional and other materials for a credit or non-credit course, provided such materials are of continuing value to the student outside the

classroom and provided that such materials are not solely or exclusively available from the District.

BP 5035

Withholding of Student Records, Grades, Transcripts, etc. for non-repayment of financial obligations

Reference:

Title 5, Section 59410

Students or former students who have been provided with written notice that they have failed to pay a proper financial obligation shall have grades, transcripts, diplomas, and registration privileges withheld.

Any items or items withheld shall be released when the student satisfactory meets the financial obligations.

See Administrative Procedures AP 5035

BP 5040

Student Records and Directory Information

Reference:

Education Code Sections 76200, et seq.;

Title 5, Sections 54600, et seq.

The President or Designee shall assure that student records are maintained in compliance with applicable federal and state laws relating to the privacy of student records.

Any currently enrolled or former student of the District has a right of access to any and all student records relating to him or her maintained by the district.

No District representative shall release the contents of a student record to any member of the public without the prior written consent of the student, other than directory information as defined in this policy and information sought pursuant to a court order or lawfully issued subpoena, or as otherwise authorized by applicable federal and state laws.

Students shall be notified of their rights with respect to student records, including the definition of directory information contained here, and that they may limit the information.

Directory information shall include:

- Student participation in officially recognized activities and sports including weight, height and high school of graduation of athletic team members.
- Degrees and awards received by students, including honors, scholarship awards, athletic awards, President's List and Dean's List recognitions.

Directory information shall not include any of the following: address, telephone number, date of birth and place of birth.

Per the Solomon Amendment (10/23/98), the District must provide recruiting information to the military service (Army, Navy, Marine Corp, Air Force, Coast Guard, including Reserve and National Guard). Recruiting information includes name, address telephone listing, age or year of birth, level of education (freshman, sophomore) or degree awarded for recent graduates and major.

See Administrative Procedures AP 5040

BP 5040.1

Refunds:

Reference:

Title 5, 54070.

The President or designee shall establish procedures for providing refunds to students that complies with the state statutes and regulations.

BP 5041

Student Records:

Grade Changes and Rosters

The District shall maintain student records compliant with state and federal regulations.

Grade Changes

- Once awarded, grades are final and cannot be changed except in extenuating circumstances (per Education Code 76224a). Grades will not be changed except in cases involving a) mistake, b) fraud, c) bad faith, or d) incompetency.
- The President or designee shall establish procedures for faculty to make appropriate grade changes.
- Requests for grade changes must be made within one year of receiving the grade, and will not be permitted after that period of time.
- A grade of incomplete will be changed once the “conditions for removal” have been met. All Incompletes must be completed within one calendar year (per Title 5 Section 55758).
- Students are not allowed to complete additional work after the end of a term for grade change consideration except when an Incomplete has been assigned.

Rosters

- Instructors are required to enter detailed grade data for each student on the permanent roster.
- No instructor may have access to any other instructor’s rosters unless authorized by that instructor. Deans and higher administration may have access as circumstances warrant.

See Administrative Procedures AP 5041

BP 5050

Matriculation

Reference:

Education Code Sections 78210, *et seq.*; Title 5, Section 55500

The District shall provide matriculation services to students for the purpose of furthering equality of educational opportunity and academic success. The purpose of matriculation is to bring the student and the district into agreement regarding the student's educational goal through the district's established programs, policies and requirements.

The President or designee shall establish procedures to assure implementation of matriculation services that comply with the Title 5 regulations.

See Administrative Procedures 5050 *et seq.*

BP 5050.1

Matriculation Exemption Criteria

New students may be exempted from the assessment component of matriculation if they:

1. are enrolling in open curriculum classes only;
2. are enrolling in non-AA applicable courses other than pre-collegiate basic skills;
3. Are enrolling in apprenticeship courses only;
4. Or have AA, BA, or other college degrees.

Previous reading, writing, and math coursework successfully completed (with a C grade or better) may be used for placement purposes in lieu of the corresponding placement test(s).

New students may be exempted from the orientation, and/or the counseling components) of matriculation if they:

1. are enrolling in apprenticeship or short-term courses;
2. Have a previous college degree.

All students are included in the follow-up component. Students completing 15 or more units without an educational goal shall have an educational goal on file prior to reenrollment as outlined in state matriculation regulations.

BP 5051

Required Educational Goal

Students completing 15 or more units without an educational goal shall have an educational goal on file prior to reenrollment as outlines in state matriculation regulations.

See Administrative Procedures AP 5051

BP 5052

Open Enrollment

Reference: Title 5 Section 51006

The policy of the San Jose Evergreen Community College District is that, unless specifically exempted by statute or regulation, every course, course section, or class, reported for state aid, wherever offered and maintained by the district, shall be fully open to enrollment and participation by any person who has been admitted to the college(s) and who meets such prerequisites as may be established pursuant to regulations contained in Article 2.5 (commencing with Section 55200) of Subchapter 1 of Chapter 6 of Division 6 of Title 5 of the California Code of Regulations.

The President or designee shall assure that this policy is published in the catalog(s) and schedule(s) of classes, the college web sites and other media widely available to students.

See Administrative Procedures AP 5052

BP 5055

Enrollment Priorities

Reference:

Title 5, Sections 51006, 58106, 58108

The President or designee shall establish procedures defining enrollment priorities, limitations, and processes for student challenge, which shall comply with Title 5 regulations.

All courses of the District shall be open to enrollment, subject to a priority system that may be or has been established.

See Administrative Procedures AP 5055

BP 5056

Enrollment Limitations

Enrollment also may be limited to students meeting properly validated prerequisites and co-requisites, or due to other, practical considerations.

The President or designee shall establish procedures defining enrollment limitations, and processes for student challenge, which shall comply with Title 5 regulations.

BP 5110

Counseling

Reference: Education Code Section 72620;
Title 5, Section 51018

Counseling services are an essential part of the educational mission of the District. The President or Designee shall assure the provision of counseling services including academic, career, and personal counseling that is related to the student's educational goal.

Counseling shall be required for all first time students enrolled for more than six units, students enrolled provisionally, and students on academic or progress probation.

See Administrative Procedure AP 5110

Reference:

Title 5, Section 51027; Education Code section 66720 – 66744.

BP 5120

Transfer Center

Reference: Title 5, Section 51027; Education Code Section 66720-66744.

The District incorporates as part of its mission the transfer of its students to baccalaureate level institutions. The District further recognizes that students who have historically been underrepresented in transfer to baccalaureate level institutions are a special responsibility.

The President or designee shall assure that a transfer center plan is implemented that identifies appropriate target student populations, is designed to increase the transfer applications of underrepresented students and complies with law and regulations.

See Administrative Procedures AP 5120

BP 5130

Financial Aid

Reference:

20 U.S.C. Sections 1070, et seq.;

34 CFR Section 668; Education Code Section 76300

A program of financial aid to students will be provided, which may include, but is not limited to, scholarships, grants, loans, and work and employment programs.

All financial aid programs will adhere to guidelines, procedures and standards issued by the funding agency, and will incorporate federal, state and other applicable regulatory requirements.

The President or designee shall establish, publicize, and apply satisfactory academic progress standards for participants in Title IV student aid programs.

See Administrative Procedures AP 5130

BP 5140

Disabled Students Programs and Services

Reference:

Education Code Sections 67310, 84850;
Title 5, Sections 56000 et seq.

Students with disabilities shall be assisted to participate whenever possible in the regular educational programs in the District.

The Disabled Students Programs and Services (DSPS) program shall be the primary provider for support programs and services that facilitate equal educational opportunities for disabled students who can profit from instruction as required by federal and state laws.

DSPS services shall be available to students with verified disabilities. The services to be provided include, but are not limited to, reasonable accommodations, academic adjustments, accessible facilities, equipment, instructional programs, rehabilitation counseling and academic counseling.

No student with disabilities is required to participate in the Disabled Students Programs and Services program.

The President or designee shall assure that the DSPS program conforms to all requirements established by the relevant law and regulations.

See Administrative Procedures AP 5140

BP 5150

Extended Opportunity Programs and Services

Reference:

Education Code 69640 – 69656;
Title 5 Sections 56200 et seq.

Support services and programs that are in addition to the traditional student services programs shall be provided in order to assist students who have language, social, and economic disadvantages to succeed academically in the District.

The Extended Opportunity Programs and Services (EOPS) is established to provide services that may include, but are not limited to, outreach, recruitment, orientation, assessment, tutorial services, counseling and advising, and financial aid.

The President or designee shall assure that the EOPS program conforms to all requirements established by the relevant law and regulations.

See Administrative Procedures AP 5050

BP 5200

Student Health Services

Reference:

Education Code Section 76401

Student health services shall be provided in order to contribute to the education aims of students by promoting physical and emotional wellbeing through health oriented programs and services.

See Administrative Procedures AP 5200

BP 5205

Student Accident Insurance

Reference:

Education Code Section 72506

The District shall assure that students are covered by accident insurance in those instances required by law or contract.

See Administrative Procedures AP 5205

BP 5210

Communicable Disease

Reference:

Education Code Section 76403

The President or designee shall establish procedures necessary to assure cooperation with local public health officials in measures necessary for the prevention and control of communicable diseases in students.

See Administrative Procedures AP 5210

BP 5300

Student Equity

Reference:

Education Code Sections 66030; 66250, et seq.; 72010 et seq.;

Title 5, Section 54220

The Board is committed to assuring student equity in educational programs and college services. The President or designee in conjunction with the Academic Senate shall establish and implement a student equity plan that meets the Title 5 standards for such a plan.

See Administrative Procedures AP 5300

BP 5400

Associated Students Organization

Reference:

Education Code Section 76060

The students at each college are authorized to organize a student body association. The Board hereby recognizes those association[s] as the Associated Students of each college.

The Associated Students organization is recognized as the official voice for the students in the college in decision-making processes. It may conduct other activities as approved by the President or designee.

The Associated Students activities shall not conflict with the authority or responsibility of the Board or its officers or employees.

The Associated Students shall conduct itself in accordance with state laws and regulations and administrative procedures established by the President or Designee.

The Associated Students shall be granted the use of District premises subject to such administrative procedures as may be established by the President or Designee. Such use shall not be construed as transferring ownership or control of the premises.

See Administrative Procedures AP 5400

BP 5410

Associated Student Elections

Reference:

Education Code Section 76061

The Associated Students shall conduct annual elections to elect officers. The elections shall be conducted in accordance with procedures established by the President or designee.

Any student elected as an officer in the Associated Students shall meet both of the following requirements:

- The student shall be enrolled in the District at the time of election and throughout his or her term of office, with a minimum of six semester units or the equivalent.
- The student shall meet and maintain the minimum standards of scholarship (see Board Policy 4220 and related administrative procedures).

See Administrative Procedures AP 5410

BP 5420

Associated Students Finance

Reference:

Education Code Sections 76063–76065

Associated Student funds shall be deposited with and disbursed by the College President or designee

The funds shall be deposited, loaned or invested in one or more of the ways authorized by law.

All funds shall be expended according to procedures established by the Associated Students, subject to the approval of each of the following three persons, which shall be obtained each time before any funds may be expended:

- the President or designee;
- the employee who is the designated adviser of the particular student body organization; and
- a representative of the student body organization.
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The funds of the Associated Students shall be subject to an annual audit.

BP 5500 Standards of Student Conduct

Reference:

Education Code Sections 66300, 66301; Accreditation Standard II.A.7.b

The President or designee shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student.

Suspension or expulsion shall apply to both campuses.

The Board shall consider any recommendation from the President for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting.

The procedures shall be made widely available to students through the college catalog and other means.

Definitions: The following are examples of conduct that shall constitute good cause for discipline, including but not limited to the removal, suspension or expulsion of a student.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the Police Chief.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in California Health and Safety Code Section 11053 et seq., an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug

paraphernalia, as defined in California Health and Safety Code Section 11014.5.

4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to District property or to private property on campus.
6. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the college or the District.
8. Committing sexual harassment as defined by law or by District policies and procedures.
9. Engaging in harassing or discriminatory behavior based on race, sex, religion, age, national origin, disability, or any other status protected by law.
10. Willful misconduct that results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
11. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of, or persistent abuse of, college personnel.
12. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty as defined by *the college and the consequences that will be applied.*
13. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
14. Unauthorized entry upon or use of District facilities.
15. Lewd, indecent or obscene conduct or expression on District-owned or controlled property, or at District sponsored or supervised functions.
Engaging in expression which includes but is not limited to obscene, libelous or slanderous remarks, or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District regulations, or the substantial disruption of the orderly operation of the District.
17. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
18. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any district policy or administrative procedure.
19. Sexual assault or stalking

BP 5570
Student Credit Card Solicitation

Reference:

Title 5 Section 54400; Civil Code Section 1747.02(m); Education Code Section 99030.

The President or designee shall establish procedures that regulate the solicitation of student credit cards on campus.

BP5610
Voter Registration

The President or Designee shall adopt procedures to provide voter registration opportunities to

students.

See administrative Procedures AP5610

BP 5700
Intercollegiate Athletics

Reference:

Education Code Sections 78223, 66271.6, 66271.8, 67360 et seq.

The District shall maintain an organized program for men and women in intercollegiate athletics. The program shall not discriminate on the basis of gender in the availability of athletic opportunities as outlined in Title IX.

The President or designee shall assure that the athletics program complies with the California Community Colleges Commission on Athletics Constitution and Sports Guides, and appropriate Conference Constitution regarding student athlete participation.

See Administrative Procedure AP 5700

BP 5800
Prevention of Identity Theft in Student Financial Transaction

Since the District serves as a creditor in relation to its students, the President or designee will implement an identity Theft Program (ITPP) to control reasonable foreseeable risks to students from identity theft.