



**NORTHERN
PENNSYLVANIA
REGIONAL COLLEGE**

Policy: NPRC-3210: Student Rights and Responsibilities
Origination: 2-11-2019
Approved: 04-12-2019
Effective: 04-12-2019
Reviewed:
Last Updated:

Subject: Student Rights and Responsibilities

1. PURPOSE

The purpose of the Student Rights and Responsibilities Policy is to communicate to the college community the rights and responsibilities of all students of Northern Pennsylvania Regional College.

2. SCOPE AND APPLICABILITY

This policy is applicable to all students of Northern Pennsylvania Regional College (NPRC or the College).

3. REFERENCES

- 3.1 INDX-0010 Master Policy Index
- 3.2 NPRC-3205 Nondiscrimination
- 3.3 NPRC-3215 Admission and Enrollment Standards and Guidelines
- 3.4 NPRC-3225 Academic Code of Conduct for Students
- 3.5 NPRC-3235 Behavioral Code of Conduct for Students
- 3.6 NPRC-3240 Educational Rights and Privacy
- 3.7 NPRC-5016 Laptop Acceptable Usage
- 3.8 NPRC-5017 Email Management
- 3.9 NPRC Student Handbook
- 3.10 Pennsylvania School Code, § 12.2. Student responsibilities
<https://www.pacode.com/secure/data/022/chapter12/s12.2.html>

4. DEFINITIONS

- 4.1 For purposes of this policy, a student is an individual who has been accepted for admission and is eligible to register for enrollment in credit-bearing or non-credit-bearing course(s) or programs of study.
- 4.2 For purposes of this policy, a right is an entitlement granted to a student by NPRC or by local, state, or federal rules or laws applicable to citizens of the United States or enrollment in a post-secondary educational institution.
- 4.3 For purposes of this policy, a responsibility is an obligation of a student to take certain actions or behave in a prescribed manner in their interactions with the College.

5. POLICY

- 5.1 Submission of an application for admission to Northern Pennsylvania Regional College constitutes a voluntary and conscious decision on behalf of the applicant to accept the rights and responsibilities bestowed upon them upon acceptance as an admitted student and as outlined by the policies, procedures, rules, and regulations adopted by the NPRC Board of Trustees. Acceptance of the applicant represents the extension of the rights and responsibilities of the NPRC community and the accepted student's right to remain part of the community so long as the student fulfills the academic and behavioral expectations outlined in the policies and procedures identified by INDX-0010 Master Policy Index, this policy, and the Student Handbook.
- 5.2 Northern Pennsylvania Regional College students have the following rights:
 - 5.2.1 The right to access all public policies related to the College;
 - 5.2.2 The right to separate from the College at the student's discretion;
 - 5.2.3 The right to apply for re-admission per NPRC-3215 Admission and Enrollment Standards and Guidelines;
 - 5.2.4 The right to use technology as outlined in the Student Handbook and in policies related to technology use including, but not limited to, NPRC-5016 Laptop Acceptable Usage and NPRC-5017 Email Management.
 - 5.2.5 The right to freedom of speech under the First Amendment of the United States Constitution;
 - 5.2.6 The right to dress and groom in a manner that best represents themselves;

- 5.2.7 The right to privacy of their educational records as determined by the Family Educational Rights and Privacy Act (FERPA) and NPRC-3240 Educational Rights and Privacy.
- 5.3 Northern Pennsylvania Regional College students have the following responsibilities:
- 5.3.1 The responsibility to read and abide by all policies related to academics and student services as set forth in INDX-0010 Master Policy Index including, but not limited to, NPRC-3235 Behavioral Code of Conduct for Students; NPRC-3225 Academic Code of Conduct for Students; NPRC-3240 Educational Rights and Privacy; NPRC-3205 Nondiscrimination; and the NPRC Student Handbook;
 - 5.3.2 The responsibility to know the potential academic and financial consequences for separation from the College established by applicable policies including, but not limited to, NPRC-8015 Assessment, Payment, and Refund of Tuition and Fees and other series 8000 policies related to student financial aid, NPRC-3415 Administrative Withdrawal, and NPRC-3430 Academic Leave for Students;
 - 5.3.3 The responsibility to utilize technology in accordance with the technology policies including, but not limited to, NPRC-5017 Email Management and NPRC-5016 Laptop Acceptable Usage;
 - 5.3.4 The responsibility to express and exercise freedom of speech in a manner that is respectful and does not impede upon the educational experience of classmates, instructors, and guests and complies with the conditions set forth in NPRC-3235 Behavioral Code of Conduct for Students;
 - 5.3.5 The responsibility to ensure that dress and grooming do not disrupt the educational process of fellow students and instructors and complies with NPRC-3235 Behavioral Code of Conduct for Students.

6. RESPONSIBILITIES AND TIMELINES

- 6.1 Students have the responsibility for complying with the criteria provided by this policy statement upon submission of an application for admission.
- 6.2 Faculty, administration, and staff have the responsibility to provide timely and accurate information regarding policy questions.

- 6.3 The Vice President for Academic and Student Affairs or designee shall review and update the NPRC Student Handbook annually. Revisions shall be submitted to the President’s Cabinet for approval for the next academic year prior to the first day of class for the spring academic term.
- 6.4 The Marketing and Public Relations Coordinator or designee is responsible for ensuring the updated student handbook is accessible to the public prior to the last date of withdrawal for spring term in preparation for the subsequent academic term.
- 6.5 The Vice President for Academic and Student Affairs is responsible for administration of this policy.

7. REVIEW STATEMENT

This policy shall be reviewed on a regular basis at least once every five years per the Policy Review Schedule established by the President or President’s designee. A review of the policy may be requested prior to the timeframe outlined by the policy review schedule by any student, faculty, staff, administrator, or board member. Such a request must be submitted in writing to the office of the President and must address specific concerns. Upon receipt of such a request, a complete review of the policy will be conducted within three months. Upon review, the President or President’s designee may recommend to the Board of Trustees that the policy be amended or repealed.

8. SIGNATURES

Signature on file

Chair, Board of Trustees	Date

Signature on file

President	Date

Attachments:

Distribution: Board of Trustees; <https://regionalcollegepa.org>

Revision Notes: Policy in Origination