

ANNUAL NOTIFICATION

U.S. Department of Education regulations require that all students and employees of Cowley College be provided with the following information annually. Please take a few minutes to review this important material.

Standards of Conduct

Cowley College supports and endorses the Federal Drug-Free Workplace Act of 1988 and the Drug-Free Schools and Communities Act amendments of 1989. No alcoholic or cereal malt beverages and/or illegal drugs shall be allowed on the campus or at school-sponsored functions. Smoking and smokeless tobacco are not permitted in college facilities and vehicles. Students and employees are expected to abide by all applicable alcohol and drug laws, and to abstain from use of alcohol and illegal drugs while on campus and during school-sponsored activities.

Applicable Legal Sanctions

Local, state, and federal laws relate to the unlawful possession, use, or distribution of illicit drugs and alcohol. These laws govern such issues as: public drunkenness; purchase, consumption, possession or transportation of alcohol by a minor; selling or furnishing alcohol to minors; manufacturing, selling, or carrying a false ID; driving under the influence; and, illegal trafficking and possession of controlled substances. Penalties for violation of alcohol and drug laws can include fines, court costs, diversion costs, treatment costs, community service, loss of driver's license, and jail time.

Health Risks Associated with the Abuse of Alcohol or Use of Illicit Drugs

Health risks associated with chemical use include (but are not limited to): heart disease; cancer; obstructive lung diseases; spontaneous abortion, pre-term birth, low birth weight, and birth defects; impaired judgment, coordination, and memory; organ damage; insomnia; paranoia; delusions and hallucinations; seizure; elevated blood pressure; stroke; anxiety and mood disturbances; respiratory depression; brain damage; sexual side effects; physical and psychological dependence; coma; and death.

Drug and Alcohol Programs

All students are eligible for assessment, treatment, and referral by the Student Life Counselor, who can be contacted at 620-441-5228. Employees who choose to contact the Student Life Counselor regarding substance-related issues are eligible for consultation and referral. Referral to other treatment providers can be found at 800-662-HELP, or at <http://findtreatment.samhsa.gov>.

Disciplinary Sanctions

Cowley College will impose disciplinary sanctions on students and employees for violations of the standards of conduct outlined above. These sanctions may include fines, suspension,

counseling, intensive supervision, and expulsion or termination of employment and referral for prosecution.

Questions or Comments

Any questions or comments regarding this notification may be directed to Jason O'Toole, Cowley College Executive Director of Student Affairs, at 620-441-5253 or at otoole@cowley.edu.

The federal government requires that colleges provide their students with information regarding their rights as a student concerning the following topics: Drug Free Schools Act, Family Educational Rights and Privacy Act (FERPA), and voter registration information. This notification will explain how the Drug Free Schools Act is complied with at Cowley College, what FERPA means to you as a student, and how you can register to vote in the county for national, state and local elections.

FERPA

The Family Educational Rights & Privacy Act (FERPA) of 1974, also known as the Buckley Amendment, is a federal law that protects the privacy of student education records. Schools must have written permission from the student in order to release any information from a student's record. However, FERPA allows schools to disclose those records, without consent, to the following parties or under certain conditions. For a complete listing of those conditions and more information regarding FERPA, go to <http://www.cowley.edu/policy/policy252.html>.

VOTER REGISTRATION

The Kansas Secretary of State web page at <http://www.kssos.org> is the location to find a Kansas voter registration application form. The web page has instructions about registering to vote. The deadline to vote is the fifteenth day prior to any election.

If you have any questions about any of these notices, please feel free to contact Jason S. O'Toole, Executive Director of Student Affairs, at 620-441-5253 or otoole@cowley.edu.

Sincerely,

Jason S. O'Toole
Executive Director of Student Affairs
Cowley College