

Section VIII: Prohibited Behaviors

The following is an illustrative list of the types of conduct, including actual conduct and attempts to engage in such conduct, which are prohibited by this Code. A reasonable suspicion that a student has engaged in or attempted to engage in, such prohibited conduct will result in the immediate consideration of disciplinary action under this Code.

1. **Safety**

- a. Causing any condition that jeopardizes the safety of individuals, groups of individuals, or the University community; participating in conduct or behavior that explicitly endangers the safety and well-being of oneself or others.
- b. Tampering with safety measures or devices, such as alarm systems, fire extinguishers, exit signs, emergency phone systems, smoke or heat detectors, fire hoses, security systems, locked exterior or interior doors, and sprinkler systems.
- c. Failing to conform to safety regulations, such as falsely reporting an incident, failure to evacuate facilities in a timely fashion in emergency situations or in response to fire alarms, inappropriate use of the alarm system, and similar conduct.
- d. Falsely reporting the presence or threat of a bomb or any other dangerous device or condition.
- e. Having the knowledge of and not reporting an event or act that would potentially endanger members of the University community.

2. **Weapons**

- a. Possession of weapons including firearms, items that eject projectiles, knives, or any item that any reasonable person would consider to have the possibility of doing bodily harm.
- b. Possessing, using, storing, or transporting firearms, other weapons, explosives, fireworks, ammunition, tear gas or dangerous chemicals, except as authorized for use in class, or in connection with University-sponsored research or other approved activities.

3. **Discrimination**

Engaging in verbal or physical behavior directed at an individual or group based on national origin, race, creed, gender, religious beliefs, or sexual orientation that, according to a person of reasonable sensibilities, is likely to create an intimidating or demeaning environment that impedes the access of other students, faculty and staff to the educational benefits available to them as a member of the University community. The Code includes bias-related or hate crimes as defined in the DC Code. Wearing articles of clothing with derogatory, racist, discriminatory, patently offensive, profane, sexually explicit, or graphic messages either in words or pictures, which demonstrate bias or discrimination against any individual or group within the University community.

4. **Harassment**

Engaging in verbal, electronic, visual, written or physical behavior directed at an individual or group that, in the view of a person of reasonable sensibilities, is likely to provoke or otherwise result in, a negative or injurious response, mental or emotional distress, or related reaction or consequence. This behavior may include:

- a. Making an expressed or implied threat affecting another person's academic pursuits, University employment, or participation in activities sponsored by the University or organizations or groups related to the University, or;
- b. Engaging in unwarranted obstruction or interference with respect to educational, campus activity, or personal pursuits, employment or participation, which includes but is not limited to: behaviors or communications which detract or interfere with an instructor's ability to provide instruction in the classroom, laboratory, clinical practicum or clerkship, or any activity directly related to teaching, instruction or academic advisement and counseling, or any academic support services throughout the University community.

- c. Creating an intimidating or demeaning situation or environment or inflicting personal, social, academic, psychological or emotional harm, or undue stress.

5. **Sexual Harassment**

The "Howard University Policy Against Sexual Harassment and Gender Based Discrimination in Education Programs and Activities" covers undergraduate, graduate and professional students, teaching and graduate assistants. With respect to academic programs and activities, "sexual harassment" shall mean unwelcome sexual advances, requests for sexual favors, and other electronic, verbal, visual, written or physical conduct of a sexual nature, when:

- a. Submission to such conduct is made either explicitly or implicitly as a basis for any decision affecting the terms or conditions of participation in any organization, program or activity, or status or evaluation (including grades) in an academic course; or
- b. Such conduct has the purpose or effect of unreasonably interfering with a student's educational right, privilege, advantage, or opportunity.
- c. Such conduct is so pervasive or severe that it creates an intimidating, stressful, hostile, or offensive environment for learning and has no reasonable relationship to the subject matter of the relevant course of instruction.

6. **Assault**

Any willful attempt or threat to inflict injury upon the person of another, when coupled with an apparent present ability to do so, and any intentional display of force such as would give the victim reason to fear bodily harm constitutes an assault. An assault may be committed without actually touching or striking, or doing bodily harm. Self-defense may be a mitigating factor to this charge, depending on the circumstances.

7. **Sexual Abuse**

Sexual abuse occurs when the act is intentional and is committed either by: Physical force, violence, threat, or intimidation; Ignoring the objections of another person; Causing another's intoxication or impairment through the use of drugs or alcohol; Taking advantage of another person's incapacitation, state of intimidation, helplessness, or other inability to consent.

- a. SAP appeal form with type of suspension indicated per your BisonWeb account,
- b. Detailed type-written narrative of what led to your suspension status, and explanation of what you intend to do to improve your plan of action, and:
- c. Copies of all supporting documentation attached.

Mitigating circumstances may include, but are not limited to extreme illness or injury, family crisis, or death of an immediate relative. The circumstances must be documented and will not be considered for approval without the supplemental documentation attached. Examples of documentation include medical documentation, birth or death certificates, etc. Please do not submit letters of stipulation from your school/ college along with your appeal documents. If at the end of an academic school year, you have found yourself to be suspended, you may appeal to have your current SAP status reviewed by attending a summer session at Howard University and increasing your GPA or earned credits and then appealing once those grades have been submitted to the Office of the Registrar. It will not be until the summer courses are updated to your account that an evaluation of your courses can be made. Please monitor your BisonWeb account for appropriate updates as well as the email address you have provided on your appeal form. Summer credits will count toward determining your maximum eligibility for the next school year. You must complete the appeal process at the end of the summer term. Summer credits will count toward determining your maximum eligibility for next school year.

Once your appeal has been received and reviewed by the Appeals Committee, you will receive written notification of the committee's decision by email to the address you have provided in your appeal packet. You will also notice the appropriate changes made to your award package on your BisonWeb account. **Note:** All

incomplete appeals will be denied. All appeal decisions are final and the submission of a SAP appeal does not guarantee reinstatement of aid eligibility. **Students who are currently SAP suspended are strongly advised to create alternate financial plans in the event your appeal is denied.**

Additional SAP Requirements

If you are listed as being SUSPENDED FROM THE UNIVERSITY, the appeal process is two-fold. Step 1: You must appeal to your school/college as well as Step 2: the Office of Financial Aid. It is your responsibility to stay abreast of deadlines. Stipulation letters do not ensure financial aid reinstatement and one is not contingent upon the other. For further inquiries please contact the Office of Financial Aid at <http://www.howard.edu/financialaid/contacts/staff-finaid.htm>

Although you may not be receiving financial aid, you will be evaluated for financial aid eligibility on the same basis as students who receive federal and state aid. Should you apply for aid, your eligibility will be based on your prior academic performance at Howard University.

- If you are enrolled in a dual degree program, you may appeal for an extension of the maximum time frame provision of this policy.
- If you are an undergraduate student pursuing a second degree, you may attempt an additional 48 credit hours to complete your second degree program, including prerequisite courses. Graduate/professional students may attempt an additional 24 credit hours

b.) The Howard University student identification card shall be carried by students at all times and surrendered upon the reasonable request of any University Official, Faculty Member, Staff Member and all Residence Hall Personnel.

Failure to comply with any disciplinary procedure, within the identified time frame, will result in a hearing with sanctions applied.

8. Smoking

Smoking is prohibited in all University buildings and residence halls.

9. Disruptive Conduct

- a. Acting in a manner that impairs, interferes with, or obstructs the orderly conduct, processes, or functions of the University or of any person or persons on University owned or operated property or at any University-sponsored event.
- b. Students whose behavior, communications, and/or attire may be considered disruptive while participating in academic programs, University activities, programs and general operations. Behaviors would include: use of electronic devices such as pagers, cell phones, video games, walkmans, personal music players, playing computer games during class sessions, laboratory or clinical practicum's or clerkships and periods of academic instruction, remediation, or tutorial assistance. Disruptive conduct would also include the wearing of apparel or clothing in class, or during academic instruction that is lewd, profane or sexually explicit; attire that conveys messages in print or in picture form that are profane, vulgar, patently offensive, racist or discriminatory, and this conduct disrupts the instructor's ability to maintain decorum or provide academic instruction in the classroom, laboratory, or other instructional environments. This also includes students who engage in disruptive behaviors or communications with an instructor, such as swearing or cursing, which impedes the ability of the instructor to present academic information in the classroom or laboratory, clerkship, conduct academic advisement, counseling, or tutorial assistance.

- c. Students are required to carry the Howard University student identification card at all times and are required to surrender it upon reasonable request by any University Official, Faculty Member, Staff Member and all Residence Hall Personnel.

10. Electronic Communication

Using University telecommunications, data communication networks or any electronic means owned and operated by the University for illegal or improper purposes or in violation of University regulations and policies, or related federal, state, or local laws.

11. Harboring

Harboring is knowingly allowing any fugitive from justice, or any student, employee, or any other individual who has been barred from the University, to stay in, or to be transported onto, University owned or operated property or facilities. This would also include harboring any individual who is considered to be a fugitive from justice or for whom there is an outstanding warrant.

12. Contracts

Students as individuals or representatives of student organizations are prohibited from entering into verbal or written agreements or contracts that purport to bind, obligate, or create liability of any kind for Howard University. The University will hold all such students individually liable for any financial or legal consequences or damages that may result from such unauthorized actions.

13. Established Policies and Procedures

The failure to observe any provision of the University Code of Ethics and Conduct, the Student Code of Conduct, the Academic Code of Conduct, the H-Book, the University Website or appropriate school/college bulletin, pertaining to personal conduct or behavior.

14. Violation of Criminal Codes of the Local, State, or Federal Governments

On or off-campus actions or activities that violate criminal law also violate the Code.

15. Embezzlement

Unauthorized acquisition and/or use of funds belonging to, or under the stewardship of, any University unit, organization, or individual.

16. Contempt Of, Or Interference With, Any Disciplinary Program Actions or Activities

Failure to respect the disciplinary program or process, including failing to appear for a meeting or hearing if requested to do so, interfering with attendance by any person or persons mandated to attend a meeting or hearing, or interfering with the hearing or disciplinary process of any disciplinary board or administrative hearing. Acting in a threatening or harassing manner towards hearing participants before, during or after a hearing.

17. Media Contact

Students are expressly prohibited from speaking on behalf of, or for, Howard University with any media organization or publication, or from inviting the same to any University-owned or operated property, facility, or event without the express written permission of the Office of University Communications.

18. Presenting False Testimony

Knowingly making false statements regarding a disciplinary matter before, during or after the disciplinary adjudication process.