

# College Conduct Policies

As evidence by our Value Statements . . .

## Value Statements

- We believe in integrity, honesty, and a caring attitude.
- We believe all people are valuable and should be treated with respect.
- We believe in promoting a positive image for technical education.
- We believe all employees contribute to the success of the institution.
- We believe that excellence and quality performance promotes success.

Lake Area Tech believes that basic regulations are necessary to serve the needs of the school community. Any infringements of these policies will be regarded as cause for a student to be considered for disciplinary action including probation or expulsion from the College in accordance with proper disciplinary proceedings.

1. A student is expected to conduct himself/herself at all times according to acceptable standards of good taste and citizenship.
  - a. Non-Voluntary Termination – A student may be terminated at a time other than the end of the semester for behavioral misconduct or failure to make required tuition payment. This process includes the right to have a hearing and appeal.
2. Students convicted of a felony, chemical use, etc. have jeopardized their opportunities for employment. Such convictions may also prevent their being bonded, certified or licensed.
3. A student who has failed to discharge a financial obligation to Lake Area Tech may be suspended pending settlement of that obligation. If a student leaves Lake Area Tech without fulfilling his/her obligation, that student is denied transcripts and/or is denied future registration at Lake Area Tech.
4. A student furnishing false or misleading information on admission, registration, student ID, or any other forms or who alters school records is subject to disciplinary action by authorized representatives of Lake Area Tech.
5. No pets allowed in or on any LATC property with the exception of service animals (e.g. seeing-eye dogs).
6. A student who willfully damages or removes school property or who obstructs the normal operation of the College shall not only pay the costs, but will be subject to expulsion, to arrest, or to any other civil or criminal action required.
7. Possession of keys to any College building by unauthorized persons is strictly forbidden. Duplication of keys issued to a student is prohibited.
8. **Use or possession of alcoholic beverages or non-prescribed drugs by students is not permitted on campus at any time or on school sponsored activities, such as field trips, professional organization contests, intramural sports, dances, etc. Students who violate this policy will be subject to disciplinary action.**
9. Dishonesty and/or plagiarism in class, laboratory, shop work, or on tests is regarded as a serious offense, and the student is subject to disciplinary action including dismissal by the instructor and authorized representatives of the College.
10. A student caught stealing any campus property or student property will face disciplinary actions by the school and possible criminal charges.
11. **No weapons of any type are allowed on campus. (Example: This would include a hunting rifle in a vehicle parked on school grounds.) Refer to Watertown School District Policy JDDAA SDL 13-32-4.2,13-32-7; 22-1-2.**
12. **No harassment or hazing in any form, including all electronic communication, is allowed (includes clothing with offensive graphics and/or words).**

- 13. Students who threaten other students or staff, physically or verbally, will be subject to immediate expulsion by the LATC President or Vice President. This action includes the right to a hearing and appeal.**
14. Student lockers may be searched in the event that Lake Area Tech authorities have reasonable suspicion to warrant such an action.
15. Safe driving habits are expected of all staff and students on campus and at designated worksites. Failure to do so may warrant disciplinary action.
16. Situations other than those mentioned above may warrant disciplinary action.