Senate primary has impact beyond Florida

Crowded field vies tomorrow for vacant seat

STEVEN SOTloff

With the presidential nominating contest heating up, many voters may have to decide in the primary which candidate to support. One early favorite to do well in the primaries is Democrat John Edwards, former governor of North Carolina and likely candidate for the 2008 Democratic nomination.

Current political analysts say Edwards has a strong chance of winning in the early states, such as New Hampshire and South Carolina, which have early primaries. In addition, Edwards has been active in Iowa and New Hampshire, where he has been endorsed by several politicians.

Edwards' campaign has been focusing on issues such as healthcare, education, and the economy. He has been critical of President Bush's policies, particularly on the war in Iraq.

Edwards' campaign has also been trying to build a strong grassroots organization, which he believes will be critical to his success in the primaries. The campaign has been actively soliciting contributions from donors and volunteers.

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The offspring of Democratic presidential hopeful John Edwards, the former senator from North Carolina who dropped out of the race earlier this month, has been accused of paying his mistress, Rielle Hunter, almost $1 million since 2001 to keep her quiet and hide the identity of the couple’s daughter.

The former senator from Florida. He proposes

Agriculture

and Food

the state education system. He proposes

senator from Florida. He proposes

a

increased state aid for public schools and
doubles the state’s investment in higher education. He also wants to increase
teacher salaries and wants to

Presidential candidate Hillary Clinton has said that the United States should not support

military action in any future conflicts. She has also called for an end to

the war in Iraq and for a

dual "policy of containment and engagement." Clinton has also pledged to

increase funding for

healthcare reform. She has

pledged to increase funding for

environmental protection and for

climate change initiatives.

President Barack Obama has

pledged to increase funding for

healthcare reform. He has

also called for a

move towards

renewable energy sources and for

retirement savings. Obama has

also pledged to increase funding for

environmental protection and for

climate change initiatives.
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When Robert Perry, a 21-year-old finance major, returned to Orlando after a two-week summer vacation during which Hurricane Charley hit, he was surprised by what he found.

"There was so much damage to my place but the electric bill seemed high," he said. "When I left I made sure everything was off and it was surprising to get a bill near the usual amount."

Perry was one of many in Central Florida who received an estimated bill for their electric service from Progress Energy.

That's because the readings of actual electrical use by many customers were not taken, Rick Janka, a spokesman for the utility company, said.

"Meter readers had to be pulled off meter reading to take part in storm restoration services after Hurricane Charley," Janka said. "As a result we had to estimate the Central Florida customers' electric bills whose meters would have been read during the week of Aug. 14," he said.

Such estimates are made on a large scale when a disaster occurs, he said. Otherwise it is only used when something makes it impossible for an individual meter to be read.

Deregulations for estimated energy use, even if it is a marginal error, will eventually be corrected. "When the meter is checked for the next bill, the bill would be adjusted to reflect the actual electricity usage," Janka said.

If a Progress Energy customer has any problems with an electric bill, Janka said the company would work with that individual to correct the problem.

"Indeed, Perry did not want to wait until next month for the bill to be adjusted, so after speaking with Progress Energy he followed the directions on his bill and read his own electric meter.

"After I told Progress Energy what my meter read, they corrected what I owed for electricity and they are sending me a new bill," Perry said.

Progress Energy worked around the clock in the days immediately following Hurricane Charley, with extra help. During the week they estimated a large amount of bills to save time,

"The estimates are made on a large scale when a disaster such as Hurricane Charley occurs," he said. Otherwise it is only used when something makes it impossible for an individual meter to be read.

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"After I told Progress Energy what my meter read, they corrected what I owed for electricity and they are sending me a new bill," Perry said.

Progress Energy's customer service line is 407-629-9899.

Block tuition more expensive for universities

Meet, greet and eat

The Winter Park.jpg file is the National Bears Program Package offered on Friday three hundred of students, and even more opportunities, who came to select the free food, who paid from $17 two and media about clubs and organizations on campus. The Winter Park file also features area businesses that cater to students at UCF, each with special savings.

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WHATS YOUR BREAKING POINT?

Find out on OCTOBER 10 as
UCF students, faculty & alumni experience
Twice the Size, Twice the Fear!

In addition to Halloween Horror Nights® admission, this special UCF EXCLUSIVE event includes from 8pm - 11pm:

• Private DJ party in Lost Continent with exclusive access to Draining Dragons

• Food & beverage specials at private venues

• Frequent Fear Pass upgrades for just $15 — only at the event

Only $37

Visit www.asbusinessoffice.ucf.edu for more information

UCF ID or UCF Alumni Card is required to purchase ticket to the October 10 event. Tickets on sale beginning August 3nd through September 30th. This ticket is non-refundable and is valid October 10 Only. Other Halloween Horror Nights dates are available through Ticketmaster at the SGA Ticket Center in the Student Union.

Prevent Fear Pass visit on weekend events.

Only individuals 18+ (students purchased through UCF will be admitted) and 15 and older are allowed October 10, 2004. THIS EVENT IS NOT RECOMMENDED FOR YOUNG CHILDREN. COSTUMES ALLOVED. Universal elements and related marks TM © 2004 Universal Studios. ©2004 Universal Orlando. All rights reserved.
MONDAY, AUGUST 30
10 am - 2 pm Knights of the Round Table Club Showcase. Come by and check out the club tables and see what they have to offer you and find out how you can get involved! To reserve a table email KORT at kort@mail.ucf.edu. SU South Patio

TUESDAY, AUGUST 31
10 am - 2 pm KORT Club Showcase. SU South Patio
12 - 2 pm LiveCast. Check out Knightcast’s inaugural live broadcast outside the SU. Knightcast - UCF’s only student run radio station.
12 - 3 pm Homecoming Organizational Meeting. For student organizations interested in participating in the competition aspect of the Homecoming tradition. SU Key West 218AB
1 - 2 pm SGA Student Advocacy Forum
SU Cape FL 316AB
1 - 3 pm SGA Meet ‘n Great, SU Key West 218CD

WEDNESDAY, SEPTEMBER 1
10 am - 2 pm KORT Club Showcase. SU Patio
12 pm SGA Wacky Wednesday Pep Rally. SU South Patio
(post pep rally specials at Wackadoodle’s)
6:30 - 10 pm CAB Meet ‘n Great featuring “Shrek 2” at 8pm. Meet Campus Activities Board. The students who bring you movies, concerts, comedians, Mr. and Miss UCF, and more, and learn how to get involved.
Cape Florida SU 316

THURSDAY, SEPTEMBER 2
All Fall club registration forms due to OSI, SU 208, by 5pm.

SATURDAY, SEPTEMBER 4
12 pm SGA and Pourers host a Football Viewing Party. UCF vs. Wisconsin @ Pourers (University and Dean)
Doors open at 12pm.

MONDAY, SEPTEMBER 6
Labor Day Holiday - No Class

TUESDAY, SEPTEMBER 7
6 pm CAB Tuesday Knight Live comedian Megan Mooney Wackadoodle’s
SGA Senate Elections - Petitions Available

WEDNESDAY, SEPTEMBER 8
7 - 11 pm CAB Cultural and Fine Arts hosts Film Forum
Cape Florida 316CD

THURSDAY, SEPTEMBER 9
12 - 2 pm Volunteer UCF Volunteer Expo. Come meet with volunteer agencies outside the Student Union giving out information about their organizations and their upcoming volunteer projects. SU South Patio

FRIDAY, SEPTEMBER 10
6 pm SGA and Pourers host a Football Viewing Party. UCF vs. Wisconsin @ Pourers (University and Dean)
Doors open at 12pm.

SATURDAY, SEPTEMBER 11
9 am - 2 pm Late Knights “Late Knights” Late Knights is a once a month event that brings you free food, a wealth of activities, entertainment, prizes and giveaways. Student Union
Beris strives to be proactive

At the Marketplace

Located in the Student Resource Center
near the Recreation & Wellness Center

Real Food or Campus

Get credit where credit is due. CLEP helps you earn college credit for what you already know. By passing a CLEP exam you could earn from 3 to 12 college credits. There are exams in 36 introductory college-level subjects. All Florida community colleges and state universities award credit for CLEP scores. Check with your institution about its CLEP policy and make an appointment at your college's test center today.

Come see what we did this summer!

Cool off with new frozen treats at Reflections. Now, in addition to a full line of frozen sports drinks, we offer Milk, Black Iced Green Tea, Orange, and Raspberry Knee-Deep Slushes, 16 flavors of Frosted Shakes, 6 flavors of Milkshakes, and 6 flavors of Smoothies. Look for us at Student Union, Physical Therapy Complex, and the Student Recreation Center.
As Games run their course, memories take center stage

Art' Sugarman is one of seven UCF grads given the opportunity to put their names in the history books. We earned degrees in the arts, sciences and many of the other venues.

The Olympics are over. It's time to reflect on the seven years spent planning and preparing for the Games. The Closing Ceremony was held in Athens, Greece, last month after the Games were officially concluded. The Closing Ceremony is the final installment of the four-week event that features many of the best athletes in the world.

The Closing Ceremony is a time to celebrate the achievements of the athletes and the hard work that goes into planning and executing such a massive event. It's also a time to say goodbye to the athletes who have coached and supported the games.

The Closing Ceremony included many of the athletes who competed in the games, as well as family members who supported them. It was a time to remember the memories that were made during the games and to say goodbye to the athletes who had been a part of the Olympic Movement.

In summary, the Closing Ceremony was a time to celebrate the achievements of the athletes who competed in the games, as well as the hard work that went into planning and executing such a massive event. It was a time to remember the memories that were made during the games and to say goodbye to the athletes who had been a part of the Olympic Movement.
Men pound Palm Beach

Young talent comes through in final games of presesion

ANDY VAZQUEZ

The UCF men's soccer team enters the 2004 season with high expectations, as they look to build on the successes of last year.

The Knights, who have been picked in the conference preseason polls to repeat as Atlantic Sun champions in both the regular season and the tournament, are looking to repeat those predictions, and add to their success by reaching further into the NCAA Tournament.

The men's soccer team, which posted a 9-8-3 record last year, including a 6-2-3 conference record, is returning several key players from last year. On attack in last year's leading goal scorer, Jon Barner, who had 7 goals last year. Sophomore Alexandre Gassens, last year's A-12 Player of the Year in the Coastal Carolina, has returned as well as several other key players.

The program's history has produced a few upsets, yet untamed network of talent. Some have been unseated, others are in need of a system scan, and some are working at full bandwidth. The most eventful offseason in the program's history has produced a fine-tuned unit from last year, including a 6-2-3 conference record, and some are working at full bandwidth.

PROGRESS - unit improved from last year

Entrepreneurships 

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Defensively, the Falcons will look to replace cornerback Kelvin Paton, but Keon Newton is the lead candidate to lead the charge. This season Newton forced a fumble and returned it 64 yards, and wrapped up a team-high 124 tackles. Both units will have to deal with a tough MAC schedule as Bowling Green makes trips to Toledo and Northern Illinois along with a conference game at home with fast Fort Wayne.

Central Michigan (3-4-1, 0-4 MAC) Starters returning: 1 (Off. 1, Def. 0)

Winning seasons have come and gone and Mount Pleasant as CMU will have its first winning season since 1998. The question now is whether or not the Chippewas will be the team to come out on top of the MAC this season. The areas are trying to be led by senior quarterback Ryan McFadden and helpful running back Jordan. Senior tight end and defensive end Al Beeman was injured in the spring game and may not be able to play this season.

Running back Jerry Studebaker posted 112 yards in nine games last season, establishing a new MAC freshman record, but is still looking for a quarter-turnback to take the load. Derrick Vickers and Jeff Perry are gone, but another senior, Arnoldinkle or Kent Smith has around the talents of all-MAC running back Josh Harris that ran the ball for 1,531 yards, and 62 grabs for 838 yards.

Starters returning: 13 (Off. 8, Def. 5)

The Rockets scored a huge upset over eighth in the nation averaging over 30 points a game last season. Newson forced a turnover in the MAC championship game last year, and will return for his senior season. Newson also led the league in tackles over 100 yards.

Rockets (8-4,6-2 MAC) Starters returning: 10 (Off. 8, Def. 2)

How does Coach Tom Amstutz do at Ohio State? Can he get the same magic that he did at Bowling Green back? Bruce Gradkowski has thrown for 1,067 yards and 49 TD in 96 career starts at Ohio State. The Buckeyes are going to be tough to replace him. Western Michigan (5-7,4-4 MAC) Starters returning: 11 (Off. 6, Def. 5)

Looking for a place to practice football? The University of Michigan will be hosting College GameDay on Saturday, Oct. 20. The host team will be No. 14 Maryland and No. 21 Alabama, becoming the first school to beat two top-10 teams in a season. The game will be on a rushing attack that only scored 2.4 yards a carry. That challenge will be in the hands of the transfer offense of John Ogunjobi and all five returning offensive linemen.

All-American defensive end Jason Babin will be leaving after his junior season. Babin was the biggest player in the MAC at 6-3, 250 pounds. He will be a four-year starter with a vengeance at the beginning of this season.

Whereas the offense is tough for him to replace the leadership that fifth year seniors Talmadge Hill and Andy Kerr provided last season, new players have to recognition with wins over eighth in the nation averaging over 30 points a game last season. Newson forced a turnover in the MAC championship game last year, and will return for his senior season. Newson also led the league in tackles over 100 yards.

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Mcintosh won a national title with the Premier Development League's Critical Florida Kraze and said that winning a national title on such a high level was the experience of a lifetime. McIntosh also said that he has the opportunity to play more soccer this offseason than he has in the past. This allowed him to gain some valuable experience, and he was also able to work on and improve certain fundamentals, especially his footwork.

Mcintosh says that personally he hopes to give the team the best opportunity to win each game and to stop as many goals as he can.

"We expect to stay up to that level and keep climbing," McIntosh said. "We hope to repeat again, and play better outside of our conference, and get a few more wins out of those games."

Assistant Coach Justin Maullin mirrors the expectations of McIntosh, saying he expects the team to win the NCAA Tournament this year. The Knights lost last year 1-3 in the second round as the highest seed in the tournament at the University of Central Florida's Bright House Networks Stadium.

The Knights have a lot of good things to look forward to this year and in the coming years, Maullin said. McIntosh said that of the team's returning youth, three of the most impressive players to this point are seniors Ramadan Rashwan, Oscar Ortega, and Phillip Hall. Maullin also said "Oscar (Ortega) has been killing it, and Phillip Hall is looking very good."
on the offensive line. Gone are 

on the offensive line. Gone are

the backup unit.

we've got a couple of kids

that haven't started shaving

UCF's most suspect unit last 
season, the Knights were last in

the year, leaving the reins to junior 

Sands and

Aaron Home. 

-- upgrade

Matt Trevey's double 

in the kickoff game was

the biggest star on

UCF's most suspect unit last season, the Knights were last in turnover margin in 2003.

the running game. This season, senior running back Goodson will move ever from the outside, increasing his role as a pass-rusher.

They'll have to get quick.

UCF's offense ranked 95th in

in scoring and 96th in total yardage in 2003.

On the spot: Adam

brought on 266 tackles, 33 tackles for loss, 3 sacks in

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Weeks. PETE Williams' bowl eligibility for his 6th year.

2. sexual

ASSOCIATED PRESS
2005
Wally Renfro, senior adviser to

SMU earlier had confirmed to the media that the NCAA had completed a compliance audit of SMU's football program, finding that the school had committed 24 violations over the past three years. The NCAA could not immediately be reached for comment. 

Instead, Southern California's football program announced in February that it would appeal the NCAA's decision to continue to allow the team to play this season. Southern California's football program had previously announced that it would appeal the NCAA's decision to continue to allow the team to play this season.

Williams announced in February that he was stepping down as the head coach of the Southern California football team. Williams had been the head coach of the Southern California football team since 2000, leading the team to a 43-37-1 record. 

The team's 2005 season opener against the University of Oregon was scheduled for September 3, 2005, at Autzen Stadium in Eugene, Oregon. The Southern California football team had finished second in the Pac-10 Conference in 2004 with an overall record of 9-3.

Williams had been a head coach in the Pac-10 Conference since 1995, leading the team to a 58-28 record over 11 seasons. He had previously coached at the University of Colorado, where he had a record of 18-24-1 over six seasons. 

Williams had announced his intentions to retire after the 2005 season, citing health reasons.

The NCAA's decision to continue to allow the Southern California football team to play this season could have significant implications for the team's prospects in the Pac-10 Conference and beyond. The team had been one of the top contenders in the conference in recent years, but the loss of Williams as head coach could impact the team's ability to compete at a high level.

The Southern California football program had been a frequent target of NCAA investigations in recent years, with the team being penalized for violations of the NCAA's rules regarding academic integrity and student-athlete eligibility.

The Southern California football program had been hit with significant penalties in recent years, including the loss of several high-profile recruits and the suspension of several players for violations of the NCAA's rules.

The Southern California football program had also been the subject of significant criticism from fans and the media, with many calling for changes in the program's culture and leadership. 

The Southern California football program had been rocked by a series of scandals in recent years, including allegations of academic fraud, recruiting violations, and improper benefits to student-athletes.

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Trustees have hearts in right places

The Board of Governors has been trying to get the idea of installing a block tuition rate, which would force full-time students at all public universities to pay for a year of credit hours over the four full academic semesters regardless of how many classes the students sign up for.

The UCF Board of Trustees has been discussing the idea for several weeks, acknowledging that the block-tuition strategy would encourage more students to take a full load — just to get what they were paying for — but it would also put students on students who couldn’t handle 15 credit hours a semester and would push public universities to make more funds available, which is why some of the trustees are pushing for the idea.

The trustees are currently mulling over the idea of block tuition for the next academic year, which would cost the university an extra $30 million.

The trustees are currently mulling over a plan, which had full-time students paying for 30 semester hours over the course of the fall and spring. However, UCF’s plan allows students to take 25 hours during the regular academic year and six credit hours in the summer. The trustees are considering a plan that would allow students to take 30 hours in the fall and spring.

The trustees are currently mulling over a plan that would allow students to take 30 hours in the fall and spring. However, UCF’s plan allows students to take 25 hours during the regular academic year and six credit hours in the summer.
that in a country as great as the United States, one can still be persecuted for being honest and saving lives of others in combat.

--- CHRIS GAGNON ---

Democrat mudslinging

It strikes me as funny how no one in Kerry supporters of Bush late, only now that one group of dec-

Library information

Thank you for including the article on the library in the future.. [Future text]

$500 Cash Award for Best Presentation

UCF’s Student Government Association, in cooperation with faculty, students and friends of UCF’s biochemistry program, is sponsoring the Symposium on the Origins of Life. We are recruiting teams of students to prepare and make scholarly presentations on one of two themes, which are stated below. You will join with distinguished origin-of-life researchers Dr. Robert Shapiro, Professor Emeritus, NYU; Dr. Christopher Switzer, Professor and Associate Director, UCF’s Center for Library Automation; Dr. Selby, Assistant Professor of Chemistry, at students@originseducation.org to register interest.

To participate, you will be contacted with additional information.

Themes

You would conduct scholarly research and make a public presentation on one of the following two themes (illustrated below from your point of view):

- There is considerable evidence that life originated from naturalistic causes, and living organisms evolved according to purely naturalistic processes. We cite the major evidence for naturalistic causes.
- There is considerable evidence for the naturalistic origins of life, and there is evidence that naturalistic causes do not account for all of life. Or there are substantial gaps in our understanding for how naturalistic causes work. We cite the evidence of considerable gaps in naturalistic theories such as Natural Selection, or in our understanding by scientists of how such theories work.

Presentations

Your team would prepare and make an illustrated, scholarly presentation at a symposium that will convene October 15-16, 2004. The location will be announced later.

Register your Interest Now

If you are interested in participating, let us know your name and how we can contact you, the team with the best presentation, and any of team members. Please email Dr. Thomas Selby, Assistant Professor of Chemistry, at students@originseducation.org to register your interest.

For more information, including Judging Criteria for the Best Presentation, see www.originseducation.org.
We're Looking For A Few Good Peer Advisors!!

Are you one of them?

First Year Advising and Exploration
Is looking for Peer Advisors for the 2004-2005 academic year.

We are looking for students who:

- are comfortable advising freshmen students one-on-one.
- have comfortable advising freshmen students in small groups.
- have skills in presenting advising related workshops.
- are available for hour during the week.

The position will be for 10 hours per week at $7.29 GPA.

Applications are due by 5pm, September 3rd.

To apply, email classifieds@UCFnews.com.

LOVE TO SHOP?

Earn $15 more per survey!

Work around your class schedule. FT/PT

Wanted: Part-Time Volunteers

for Contemporary and Gospel A cappella groups. Music

Experienced vocalists needed. - 180 events.

Applications are due by 5pm, September 3rd.

To apply, email classifieds@UCFnews.com.

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Experienced vocalists needed. - 180 events.

Applications are due by 5pm, September 3rd.

To apply, email classifieds@UCFnews.com.
You owe it to yourself and your family to attend one of our Priority Selection Events.

Westyn Bay, located near Lake Apopka in Ocoee, introduces The Townhomes At Westyn Bay. The Priority Selection Event is scheduled for November 13 & 14, 2004. From The $160's To Low $200's.

Savannah Landings is located in East Orlando and offers townhomes with deluxe features, resort-style amenities, and spacious floorplans. The Priority Selection Event is scheduled for October 2 - 4, 2004. From The $160's To Mid $200's.

Savannah Pines, located just one-half mile east of Savannah Landings, offers townhomes in a picturesque setting with a lushly landscaped pond. The Priority Selection Event is scheduled for October 2 - 4, 2004. From The $140's To Low $200's.

Victoria Landings, located in East Orlando, offers secure single-family homes in a beautiful setting with great resort-style amenities and a choice of five spacious floorplans. The Priority Selection Event is scheduled for October 16 & 17, 2004. From The Low $200's To Low $300's.

Victoria Pines, located just one-quarter mile north of Victoria Landings, offers luxury townhome condominium residences in a secure community with resort-style amenities. The Priority Selection Event is scheduled for October 16 & 17, 2004. From The $140's To Low $200's.

Investor restrictions will apply. All pricing and premium homesites are subject to change without notice. Please call or visit the Sales Office for the latest information on floor plans, amenities, and actual homesite availability. This advertisement is not an offer to residents of NJ, CT, HI, IL, NY, or any other jurisdiction where prohibited, unless the property has been registered or exemptions are available. All claims subject to verification and conditions. You are solely responsible for your own risk.
NEW HIRING

PTT (Part-time position for students)

This part-time job will work around your schedule, allowing you to make money while you attend classes. Must be 16 years old and must have BARTENDER license. For more information or to apply, please call 407·366·4834.


currently seeking FEMALE BARTENDER. Must be willing to work nights, weekends, and holidays. Apply in person at

裂缝 141 W. Eola Ave., Winter Garden, FL 34787, or email: CREDITFL.COM

1. $400.00 / w. 2. $350.00 / w. 3. $300.00 / w. 4. $250.00 / w. 5. $200.00 / w. 6. $150.00 / w. 7. $100.00 / w. 8. $50.00 / w.

Phone: 407·949·7508
Email: info@wal-mart.com
www.walmart.com

Welcome to your WAL-MART NEIGHBORHOOD MARKET

FREE WEIGHT TRAINING

The Orange Physiotherapy Lab at UCF is looking for healthy, male and female volunteers (age 18-59) to participate in a research study to determine how ghrelin affects the way a person responds to weight maintenance.

Participants will receive:

- $60 for your time and discomfort
- $15 gift card
- Personalized feedback on your response to weight loss

Must be healthy and within 10% of ideal weight.

If you are interested in participating in this study, please call 407·419·6162.

THE UCF CHEERLEADERS

Are Looking for a Few Strong Men!

WHAT?

Mascot "Knightro" Tryouts A/U/D
Co-Ed Cheerleading Tryouts (Men & Women)

WHEN?

Auditions for interested students Wednesday, Sept. 27 at 5:30 pm

WHERE?

At the Weatherby Gym, South Campus

For more information or questions, please contact the Cheerleading Office at 407·823·5163.
CASTING CALL

The creators of "The Bachelor" have selected The University of Central Florida for The WB's new Primetime Reality Series... "Big Man On Campus". Now, we are looking for your school's most charismatic, intelligent and adventurous male and female students to take part in this exciting adventure.

The show will send our BMOC on unforgettable dates with UCF's most eligible women.

Who: University of Central Florida-Single Male & Female Students

When: Wednesday, September 1st from 10am-7pm

Where: UCF Student Union, Pegasus Ballroom

What to Bring: Driver's License, School ID and a completed application if you can.

Go to www.bmoctv.com for an application.
The Golden Rule
2004 - 2005
STUDENT HANDBOOK
To All University of Central Florida Students,

Welcome to the University of Central Florida. We are pleased you chose UCF to begin or continue your collegiate experience.

The Golden Rule was specifically created to provide the answers for many of your questions regarding university rules and regulations. This section attempts to define your rights and responsibilities as a member of the university community and to give you a better understanding of your role as a student at UCF.

The Office of Student Rights and Responsibilities is delegated the responsibility for providing information to students regarding university policies and procedures. Further, it is our goal to assist all students in interpreting this information and utilizing the information as they travel through the various academic programs at UCF. If The Golden Rule leaves any of your questions unanswered, we hope you will contact the Office of Student Rights and Responsibilities for clarification.

In addition, students of the University of Central Florida have available the services of the Dispute Resolution Services office. This office provides mediation services as well as a wide array of alternative forms of conflict resolution. The Dispute Resolution Services office is located on the main campus, in Student Resource Center 153, Orlando, Florida, 32816. The phone number for the Dispute Resolution Services office is (407) 823-3477.

All matters involving the non-academic aspects of student life and student organizations are under the area of Campus Life, which operates under the supervision of the vice president for Student Development and Enrollment Services.

The University of Central Florida may change when it deems appropriate any announcements, information, policies, rules, regulations, or procedures set forth. The Golden Rule is published once a year and cannot always reflect new and modified information. When information is revised, the changes will be communicated through the student newspaper, on-line resources or other means of communications, at which time the revisions will supersede previous information. Any reference in this publication to the Director of Judicial Services or university student judicial officer shall refer to the Director of the Office of Student Rights and Responsibilities.

The University of Central Florida values diversity in the campus community. Accordingly, discrimination on the basis of race, sex, national origin, religion, age disability, marital status, or veteran’s status is prohibited by federal and/or state law. Moreover, the university seeks to treat all persons fairly without regard for other differences, including sexual orientation/ preference.

Division of Student Development and Enrollment Services

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1. The Golden Rule Review Committee

This committee shall be established for the purpose of responding to the changing needs of the student body with regard to the Golden Rule. It is intended to give the student a voice in determining the rules to which they shall adhere.

A. Membership
1. Membership to the committee shall consist of 6 students, 3 of which shall be appointed by the Student Body President and 3 shall be selected by the Vice President for Student Development and Enrollment Services.
2. There shall be an application and selection process established by the Office of Student Rights and Responsibilities.

B. Ex-Officio
1. Any student enrolled at the University shall be permitted to attend GRRC meetings.
   a. These students shall be considered ex-officio.
   b. They also shall have the right to debate on any proposal but shall not have the power to vote.
2. No faculty, staff, and/or administrator shall be considered ex-officio.

C. Advisors
1. At least one representative from the OSRR shall maintain an advisory role in the Committee and shall advise the members of the Committee as well as any student in attendance.
2. Staff members with expertise regarding particular sections of the Golden Rule should make themselves available to advise the members upon the Committee's request.

D. Notification
1. The existence of the committee shall be published to the student body.
   a. at the beginning of each semester, a message shall be sent through appropriate distribution channels inviting all students to attend committee meetings.
   b. The committee shall maintain a webpage which shall contain information on the meeting time, location, proposals under review and voting record and which shall be clearly linked from the online version of the Golden Rule.

E. Powers of the Proposal Process
1. The Committee shall recommend changes to the Golden Rule to the appropriate administrative body.
2. Any student may make a proposal to the Committee.
3. All proposals made by faculty, staff, administration, or members of the committee shall be submitted to the representative for Student Rights and Responsibilities no later than two weeks prior to the upcoming GRRC meeting. The proposal shall then be sent to all members of the Committee via e-mail within 48 hours of receiving the proposal.
4. All proposals which are approved by a majority vote of the student members of the committee shall be submitted by the committee in writing to the appropriate administrator.
   a. Within one month of receiving a proposal submitted in this manner, the appropriate administrator shall notify committee in writing of the decision regarding the proposal.
   b. If the appropriate administrator chooses not to incorporate a proposal into the Golden Rule, he/she shall outline the reasons for choosing not to do so in memorandum.
5. At no time shall a change be made to the Golden Rule that does not follow the appropriate process as outlined in Section E.
6. When reviewing sections of the Golden Rule for which the content is mandated by another University document, the Committee may propose changes to sections in such a document which are reflected in the Golden Rule through the appropriate administrative channels.

F. Presence
1. The Committee shall meet at least once each month.
   a. All members of the committee shall be notified of the time and place of each meeting.
   b. The Committee shall propose no changes to this section of the Golden Rule which can be construed to eliminate the mandate for the Committee to exist.

2. Student Rights and Responsibilities

A. Student Rights
   1. Upon enrollment, students are entitled to the following freedoms and rights, provided the exercise thereof is accomplished in accordance with University procedures and does not result in disruption or disturbance as elsewhere described in the Rules.
   2. Participation in Student Government Association and its elective process.
   3. Membership in Student Organizations.
   4. Freedom of expression. The basic freedoms of students to hear, write, distribute, and act upon a variety of thoughts and beliefs are guaranteed. Freedom of expression carries with it the responsibility for seeing that the essential order of the University is preserved.
   5. Freedom to hold public forums. The University desires to create a spirit of free inquiry and to promote the timely discussion of a wide variety of issues, provided the views expressed are stated openly and are subject to critical evaluation. Restraints on free inquiry are held to a minimum and are consistent with preserving an organized society in which peaceful, democratic means for change are available. Guest lecturers or off campus speakers sponsored by student groups may appear on the UCF campus following arrangements with the designated University authority for such appearances.
   6. Freedom to hear, write, distribute and act upon a variety of thoughts and beliefs. This freedom is subject to the following regulations.
      a. Written materials identified by authorship and sponsorship may be sold or distributed on campus within the guidelines of propriety and responsible journalism as established and supervised by the Office of Student Publications which is appointed by the President or designee. The distribution of such material, as is arranged by the Director of Office of Student Activities, is permissible for student organizations provided steps have been taken to preserve the orderliness of the campus.
      b. Non-university or off-campus printed materials shall not be distributed or circulated by students or student organizations without first being stamped by the office of the Director of the Office of Student Activities.
      c. The distribution of materials or circulation of petitions to captive audiences such as those in classrooms, at registration, in study areas or in residential units is not allowed without prior permission. Such permission may be requested from the appropriate University vice president, dean, or director.
      d. A victim or survivor may make a "victim or survivor impact statement" and suggest an appropriate sanction (to include appropriate compensations) if the charged student is found to have been in violation of the Rules of Conduct.

B. Student Responsibilities
   1. The basic responsibility of a student is to study and move forward in intellectual development, while taking advantage of the many opportunities provided in this University environment for total personal growth, development and maturation. Students and organizations are responsible for the observance of all University policies and rules.
   2. Rights and freedoms in any environment are protected through exercised responsibilities and maintained through an established system for justice. The ideal balance of control for freedoms is strongly weighted toward understanding and observing regulations as acts of individual responsibility, not always because of agreement, but because compliance also serves the best interests of all and helps in the completion of stated individual and University objectives.
   3. The University has compiled student-governing information in this handbook and has distributed it to help provide direction and awareness for the academic community. It is each student's responsibility to become aware of and learn its regulatory content and procedures for dealing with problems which may arise in the course of educational progress.
   4. When University rules are judged to no longer serve the best interest of all, the consideration for change should be introduced through appropriate channels.
and education take place within a body. A drugged or mistreated body can neither absorb nor retain meaningful information.

The University has established regulations against the misuse of drugs and alcohol and has designated sanctions for violations. These efforts would encourage students to develop a lifestyle free of drug abuse and to understand the connections between life, learning, and proper functioning of the integrated body and mind.

A broad range of student services provided through the Division of Student Development and Enrollment Services is available to assist students in solving problems, which negatively affect their performances. The Campus Wellness Center and REACH: Peer Education, as well as the Student Health Center, are designed to help students target health related problems and find solutions. Wellness encourages self-direction for a lifestyle, which addresses meaningful living, care enough to recognize problems, initiate action, and use available services.

D. Involuntary Withdrawal Policy Introduction:

A student who poses a serious danger of imminent or serious physical harm to himself/herself or others on property at the University will be involuntarily withdrawn from the University by the Director of the Office of Student Rights and Responsibilities (OSRR) upon proper notification and consultation from one or more of the following: Director of Student Health Services, Director of the Counseling Center, Center for Housing and Residence Life, a University mental health official, other University officials or a designee of any of those constituents.

Process:

1. This notification is received in the form of an incident report to the Office of Student Rights & Responsibilities, or a psychiatric evaluation filed with the UCF Police Department. The student will be withdrawn if the Director of OSRR concludes, on the basis of preponderance of evidence, that the student is suffering from a mental disorder, as defined by the current American Psychiatric Association diagnostic manual or its equivalent; and, further, that the student engages or threatens to engage in behavior that

   a. Poses a significant danger of causing harm to the student or to others.

   b. Substantially impedes the lawful activities of other members of the campus community.

2. The Director of the Office of Student Rights & Responsibilities reserves the right to impose an immediate and interim withdrawal (the equivalent of a summary suspension), prior to the review of all information, if the Director concludes that the student poses a threat to the welfare of any individual, the student body, or any part of the University or its community. In such cases, there will be a scheduling of a hearing within three (3) days to determine the status of interim withdrawal. At this hearing, the student shall be offered an opportunity to provide documentation from an appropriate healthcare provider of their choice who has conducted a proper assessment.

3. The Director of the Office of Student Rights & Responsibilities will call a meeting of the University Crisis Committee at the earliest possible date. This committee is composed of representatives of the following University offices: Student Health Services, Office of Student Conduct, Counseling Center, the Office of Undergraduate Studies, and other University offices as deemed necessary. The student may be present at this meeting and shall have the opportunity to be heard by the committee in executive session at the conclusion of this proceeding. The committee shall convene in executive session at the conclusion of this proceeding. The committee shall then recommend to the Director of the Office of Student Rights & Responsibilities whether to withdraw the student, reinstate the student, or reinstate the student.

4. The Director of the Office of Student Rights & Responsibilities will make a final decision regarding the student's enrollment status and notify the student in writing within 24 hours of the Crisis Committee's recommendation.

5. A student subject to involuntary withdrawal is entitled to the following:

   a. Notice of intent to remove the student pursuant to this policy stating the reasons for the action.

   b. The opportunity to examine psychiatric or other evaluations provided to the committee and to discuss them.

   c. The opportunity to present relevant information for consideration of his/her case personally, or by a health professional working with that student, if the student is not capable of self-representation.

   d. The opportunity to have an advisor of the student's own choosing accompany the student.

   e. The right to appeal.

6. In the event a student disagrees with the decision of the Director of the Office of Student Rights & Responsibilities, the student may appeal the finding. The appeal must be made in writing to the Associate Vice President for Campus Life, or designee, within 10 days of the date of the notification to the student. The Associate Vice President for Campus Life, or designee, shall, within three (3) days, sustain the initial decision or remand the case to the Crisis Committee for reconsideration.

7. Further administrative appeal may be made in writing by the student to the Vice President for Student Development and Enrollment Services. Such appeal must be made within three (3) calendar days after the date that the student was notified of the Associate Vice President's decision. The Vice President may, within three (3) days, approve, modify, or reject the original decision, or approve or reject the Associate Vice President's decision. The Vice President's decision will be considered final agency action.

8. Upon being withdrawn, the student may no longer attend classes, may no longer use University facilities, must vacate University owned or affiliated housing, and may be entitled to whatever refunds of tuition, fees, and room and board charges as would be appropriate given the timing of the withdrawal.

9. Students who are involuntarily withdrawn from the University shall have a hold placed on their records, which will prevent them from being readmitted or reenrolled in any institution except as stated in this paragraph. A student may request readmission or reenrollment at the University and provide the Director of the Office of Student Rights & Responsibilities with any documentation from an appropriate healthcare provider of their choice who has conducted a proper assessment of the student and concluded that the student does not pose a serious threat of harm to himself/herself or others. In cases where the Director has imposed other conditions for readmission, it is the responsibility of the student to provide documentation of compliance with such conditions.

10. A student who is not involuntarily withdrawn may be subject to conditions to continue enrollment at the University. In such cases, the student will be provided with a written summary of conditions and must meet all conditions in order to maintain student status. A student who fails to meet such conditions will be subject to involuntary withdrawal by the Director of the Office of Student Rights & Responsibilities, or may be subject to charges through the University's Student Conduct Review Process for failure to comply.

II. The current medical withdrawal process should not be used to handle withdrawals related to mental health issues where an imminent threat is evident (e.g., the student has been hospitalized under the Baker Act or a violation of the Golden Rule has allegedly occurred). However, a student could choose to pursue a medical withdrawal within six (6) months of the end of the semester. As a general principle, the regular Student Conduct Review Process and its policies and practices are deferred in serious instances of misconduct, without regard to whether there might be mental health issues present. The procedures and specifications given in this rule are to be employed in those extraordinary situations in which, in the judgment of the appropriate University official, the regular Student Conduct Review Process is not applicable or cannot be applied.

E. AIDS Policy

It is the policy of the State University System (SUS) to balance the rights of Acquired Immune Deficiency Syndrome (AIDS) victims to an education and employment against the rights of students and University employees to an environment in which they are protected from contracting the disease. In the belief that education can exercise some control over the spread of the disease, and help the public to respond in a reasoned manner, the SUS is committed to providing the University communities and the public at large with education on the nature and transmission of the disease and the legal rights of AIDS victims. The policy of the University is to treat cases of AIDS on a case by case basis. When an AIDS case comes to the attention of the University, whether student, faculty, or staff member, the University AIDS Committee will assume responsibility for conducting a thorough review based upon the best medical and legal information available. Any actions taken will respect the rights of the individual to confidentiality as well as the individual's welfare and that of the University community. For further information, Laura Riddle, LMSP, CAP, CAPP, the University's principal AIDS counselor, can be reached through HIV-AIDS Education office at telephone number (407) 823-2437.

F. Rules of Conduct

These conduct rules shall apply to all undergraduate students, graduate students, and student organizations of the University and its area campuses and shall be deemed a part of the terms and conditions of admission and enrollment of all students.

Failure to comply with duly established laws or University regulations may subject violator(s) to appropriate civil authorities. Violations of University regulations shall be recorded in the disciplinary file of the individual(s) and/or the organization.

Generally, authority necessary to enforce regulations is vested in the Vice President for Student Development and Enrollment Services or designee. Selected functions of this authority are shared with faculty, staff, and students. Some functions of student conduct administration are assisted through review boards or councils.

Students and student organizations are also subject to University disciplinary sanctions for the violation of a University rule or a federal, state, county, or city law which has an adverse impact on the University.

The following defined and described actions include, but are not limited to, conduct for which disciplinary action may be taken. These rules apply to all students for conduct that occurs against other students or non-students. Violations of such rules while participating in University sponsored or related activities, during school sessions, during holidays, and during periods of continuous enrollment, or off-campus when that conduct is determined to adversely affect the interest(s) of any part of the University. A student is continuously enrolled, once admitted,
1. Academic Dishonesty/Cheating
   a. Cheating is a violation of student academic behavior standards. The following forms of cheating include:
      i. Unauthorized assistance: communication to another through writing, visual, or oral means. The presentation of material which has not been studied or learned, but which was obtained solely through someone else's efforts and used as part of an examination, course assignment or project. The unauthorized possession or use of examination or course related material may also constitute cheating.
   ii. Commercial Use of Academic Material: Selling notes, handouts, etc. without authorization or using them for any commercial purpose without the express written permission of the University and the Instructor is a violation of this rule.
   iii. Plagiarism: whereby another's work is used or appropriated without any indication of the source; thereby attempting to convey the impression that such work is the student's own.
   iv. Any student who knowingly helps another violate academic behavior standards is also in violation of these standards.

2. Possessing and/or Providing False and Misleading Information and/or Falsification
   a. Withholding related information, or furnishing false or misleading information (oral or written) to University officials, faculty or staff, including possession, use or attempted use of a fraudulent identification card or driver's license.
   b. Forgery, alteration or misuse of any University document, material, file, record or instrument of identification.
   c. Deliberately and purposefully providing false or misleading verbal or written information about another person that results in damage to the person's reputation.

3. Disruptive Conduct
   a. An act which intentionally impairs, interferes with, or obstructs the orderly conduct, processes, and functions of the University or any part thereof.
   b. Any act which deliberately impedes or interferes with the normal flow of pedestrian and vehicular traffic.
   c. An act which tampers with the election(s) of any University student organization or group.
   d. Willful destruction of University property or property of members or guests of the University.
   e. Misuse of any University safety equipment, fire fighting equipment, or fire alarms.
   f. An act which deliberately interferes with the academic freedom or the freedom of speech of any member or guest of the University community.
   g. A false report of an explosive or incendiary device, which constitutes a threat or bomb scare.
   h. Conduct which is lewd or indecent.
   i. Breach of peace: an act, which aids, abets, or procures another person to breach the peace on the University premises or at University sponsored/related activities.
   j. Failure to comply with oral or written instruction from duly authorized University officials acting within the scope of their job duties or from law enforcement officers acting in the performance of their duties, including failure to identify oneself to these persons when requested to do so.

4. Personal Abuse
   a. Verbal or written abuse of any person including lewd, indecent, or obscene expressions of conduct.
   b. Physical abuse or threat of physical abuse to any person.
   c. Harassment: defined as behavior (including written or electronic communication such as AOL, IM, ICQ, etc.) directed at a member of the University community which is intended to and would cause severe emotional distress, intimidation, or coercion to a reasonable person in the victim's position, or would place a reasonable person in the victim's position in fear of bodily injury or death. This definition, however, shall not be interpreted to abridge the right of any member of the University community to freedom of expression protected by the First Amendment of the United States Constitution and any other applicable law.
   d. Failure to respect the privacy of other individuals.
   e. Retaliation against or harassment of complainant(s) or other person(s) alleging misconduct.
   f. This personal abuse policy does not apply in those instances where it is found that a student is acting in self-defense.

5. Sexual Abuse
   a. Sexual Assault: acquaintance rape (date, friend, someone the victim knows casually or through mutual friends) or any other form of rape. Rape is defined as non-consensual sexual penetration, coercion, or penetration against the victim's will. Any sexual conduct which occurs on or off the campus shall be consensual.
   b. Consent to one form of sexual activity can never imply consent to other forms of sexual activity.
   c. Consent is not the lack of resistance; there is no duty to fight off a sexual aggressor.
   d. Consent can be withdrawn at anytime, as long as the withdrawal is clearly communicated by the person withdrawing consent through words or actions. A person shall not knowingly take advantage of another person who is under 18 years of age, mentally defective, under the influence of prescribed medication, alcohol or other chemical drugs, or who is not conscious or awake, and thus is not able to give consent as defined above. Further, a person shall not physically or verbally coerce another person to engage in any form of sexual conduct, to the end that consent as defined above is not given. Any attempted acts of sexual abuse are also violations of this policy.
   e. Sexual Harassment: unwelcome sexual advances, requests for sexual favors, verbal or physical conduct of a sexual nature which prevents or impairs another person's full enjoyment of the educational benefits, atmosphere, or opportunities provided by the University.
   f. Public Indecency: exposure of one's body in such a manner as to assure that another party reasonably could be offended or to display sexual behavior which another person reasonably finds offensive.
   g. Voyeurism: sexual stimulation sought through trespass, spy, or eavesdropping activities.
   h. UCF will use discretion in accommodating the victim as well as protecting the rights of the accused violator(s). UCF will not attempt to shelter students from federal, state, and/or local laws pertaining to sexual misconduct. For further information see "Provisions for Victims/Survivors."

6. Larceny/Property Damage
   a. Unauthorized use, possession, or services of property. Such property may be personal or public.
   b. Damage or defacing of University property or the property of another person whether or not it is on University premises.

7. Hazing
   a. Any action or situation which recklessly or intentionally endangers the mental or physical health and/or safety of any student for the purpose of initiation or admission into, or affiliation with, any organization operating under registration with the University.
   b. Brutality of a physical nature such as whipping, beating, branding, forced calibration, exposure to the elements; forced consumption of any food, liquor, drug, or other substances; or other forced elements or other forced activity which could adversely affect the physical health or safety of the individual.
   c. Any activity which could subject the individual to mental stress such as sleep deprivation, forced exclusion from social contact, forced contact which could result in embarrassment, or other activity which could adversely affect the mental health or dignity of the individual.
   d. Any activity, as described above, upon which the initiation or admission into or affiliation with a University of Central Florida organization may by directly or indirectly conditioned, shall be presumed to be a "forced" activity, the willingness of an individual to participate in such an activity notwithstanding.

8. Unauthorized Use of Keys, and/or Entry
   a. Unauthorized possession, duplication or use of keys to any University premises.
   b. Unauthorized entry or attempted entry.

9. Misconduct at University Sponsored/Related Activities
   a. Violation of UCF rules of conduct at UCF sponsored related activities shall also be a violation of the golden rule.
   b. Violations of a regulation(s) of a host institution sponsored/related activity shall be a violation of the golden rule.

10. Unlawful Possession, Use, or Sale of any Controlled Substance
    Use, possession, sale, distribution or attempt to obtain any narcotic or other controlled substances, and possession and/or use of drug paraphernalia, except as expressly permitted by law.

11. Alcoholic Beverages Violation
    Use, possession and/or distribution of alcoholic beverages except as expressly permitted by the law and University rules, and behavior under influence of alcoholic beverages.

12. Possession and/or Use of a Firearm and/or Dangerous Material
    a. Possession or use of firearms or any weapon on University premises or at University sponsored/related activities.
    b. Possession or use of fireworks of any description, explosives, or chemicals which are disruptive, explosive, or corrosive on University premises or at University sponsored/related activities.

13. Instigation or Participation in Group Disturbances during Demonstrations, Parades, or Picketings
    a. Participation in a demonstration(s), parade(s), or picketing which invades the rights of others, which interferes with the educational function of the University, or which jeopardizes public order and safety.
    b. Leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.

The preservation of an open computing and communications environment requires adherence by users to applicable law and University's rules regarding the responsible use of computing systems, software and telecommunications equipment. Unauthorized criminal violations of applicable laws shall be reported to the University Police Department.
The following guidelines are an interpretation of the University policy titled Use of Information Technology and Resources and apply to the Campus High Performance Internet Project (CHIP). The examples provided in the guidelines are not all inclusive and the guidelines are not limited to those examples that are listed. The rapidly changing environment of network computing will likely generate new applications that, though not listed in this document, are still applicable to the listed policies.

1. Certain types of information, such as obscene material, are not entitled to First Amendment protection.

b. Users shall not use University computing resources to impersonate another individual.

c. University computing resources shall not be used to assist in the unauthorized duplication or distribution of copyrighted material such as audio, video, pictures or text.

d. Users shall not use e-mail or messages to harass other users.

e. Users shall not attempt to undermine the security or the integrity of the computing systems or telecommunication networks and shall not attempt to gain unauthorized access to these resources.

f. Use of the University's Computing Resources and Telecommunication Networks for the purpose of personal financial gain is prohibited. The University's computer resources and telecommunication networks shall not be used for commercial purposes.

g. University Computing Resources are not to be used in support of local, state, or federal political campaigns or campaign fundraising.

15. Gambling

a. Play in an unlawful game of chance for money or for anything of value on University premises or at any affair sponsored by a student or student organization.

c. wager on a University team or organization in a competition, with a direct influence in the success of the competition.

16. University Designated Student Residence Violations

Repealed or flagrant violations of regulations governing University student residences.

17. University Wordmark Violations

Unauthorized use of the official University wordmark, Pegasus, monogram, seal, or other graphic identity symbol.

18. Commission of a Felony or a Misdemeanor

Commission of an act, which is a felony or misdemeanor as provided in local, state, or federal law.

3. Student Conduct Review Process

A. Violation Reports

All alleged violations of the UCF Rules of Conduct shall be reported in writing to the Director of the Office of Student Rights and Responsibilities (OSRR) or designee. The written complaint of violation of the UCF Rules of Conduct shall be made no later than six months following discovery of the alleged violation. The Director of OSRR or designee shall make appropriate inquiries into the circumstances of the case to determine one of the following dispositions:

- Case dismissal
- Administrative action
- Mediation
- Informal disposition
- Formal disposition

1. Case dismissal

The Director of OSRR or designee may dismiss a case if it is found to have sufficient facts or evidence to substantiate the claim of misconduct, the accused person is not a student or the misconduct is not a violation of the rules of conduct.

2. Administrative action

In unusual cases, which dictate a decision for the welfare of any individual, the student body, or any part of the University or its community, the Director of OSRR or designee may take immediate and summary action to resolve the situation. This summary action may include any of the disciplinary sanctions (warning, probation, suspension, or expulsion) or any lesser sanction that the Director of OSRR or designee determines necessary to protect the interests of any or all concerned. Such action is subject to review within three (3) working days by the Vice President for Student Development and Enrollment Services or designee. In the instance of summary suspension or expulsion, there will be a scheduling of an hearing within three (3) days to determine the status of the summary suspension or expulsion. Sanctions taken through administrative action shall remain in effect until the final disposition of formal charges resulting from the circumstances of the case, unless the Vice President for Student Development and Enrollment Services or designee shall decide otherwise.

B. Informal disposition

Depending on the nature and severity of the alleged violation, the Director of OSRR or designee may refer the case to the Dispute Resolution Services Office for mediation as an alternative to disciplinary action. Mediation is a confidential process whereby two or more parties voluntarily meet with an impartial mediator to communicate their concerns and needs to each other and to reach their own agreement on the resolution of the case. The participants in mediation are responsible for keeping their agreement or renegotiating it, if necessary. In the event that the participants do not reach a final resolution, the case will be referred back to the Director of OSRR or designee for disciplinary action.

C. Formal disposition

At the discretion of the Director of OSRR or designee, violations found not to warrant formal disposition may be referred to the appropriate forum for proper disposition and/or settled by one or more of the following outcomes: disciplinary warning, disciplinary probation, institutional community service, counseling or other educational sanctions.

D. Formal disposition

If an alleged violation of the Rules of Conduct is not handled through other appropriate channels, it is dismissed, or is not settled informally, then the Director of OSRR or designee shall present in writing formal charges to the student. This written notification shall include:

- a. The student's name, and address.
- b. Brief description of the alleged violation including dates, times and places known at the time formal charges are prepared.
- c. Names of potential witnesses known at the time formal charges are prepared.
- d. A description of any written or physical evidence known at the time formal charges are prepared.
- e. Notice to attend a required preliminary conference during which the student will receive instructions regarding the disciplinary process and the student's right to contact the Office of the Student Government Association (SGA) Judicial Council. All conduct board members shall be appointed by the Office of Student Rights and Responsibilities except the justices who shall be appointed by the SGA. Board members appointed by the Office of Student Rights and Responsibilities shall serve concurrent to annual terms beginning and ending in August of each academic year. Board members who are justices shall serve concurrent to their terms of office as outlined by the Student Body Constitution. When a vacancy occurs from a member not on the SGA Judicial Council, the Office of Student Rights and Responsibilities shall make new appointments to fill unexpired terms. Vacancies on the board from justices on the SGA Judicial Council shall be filled pursuant to the procedures outlined in the Student Government Constitution. Whenever the number of board members available to serve in a particular disciplinary hearing is reduced, the Office of Student Rights and Responsibilities may appoint additional members on an ad hoc basis.

6. Student Conduct Board

The Student Conduct Board shall consist of no less than twenty-five (25) persons. The Student Conduct Board shall be made up of not less than five (5) faculty members and/or five (5) administrative staff members representing the various administrative divisions of the University, and the remainder shall be student members, twelve (12) of whom shall be the justices from the Student Government Association (SGA) Judicial Council. All conduct board members shall be appointed by the Office of Student Rights and Responsibilities except the justices who shall be appointed by the SGA. Board members appointed by the Office of Student Rights and Responsibilities shall serve concurrent to annual terms beginning and ending in August of each academic year. Board members who are justices shall serve concurrent to their terms of office as outlined by the Student Body Constitution. When a vacancy occurs from a member not on the SGA Judicial Council, the Office of Student Rights and Responsibilities shall make new appointments to fill unexpired terms. Vacancies on the board from justices on the SGA Judicial Council shall be filled pursuant to the procedures outlined in the Student Government Constitution. Whenever the number of board members available to serve in a particular disciplinary hearing is reduced, the Office of Student Rights and Responsibilities may appoint additional members on an ad hoc basis.
7. Student Hearing Panel
A student hearing panel to consider individual cases shall be composed of two faculty members selected by the Director of OSRR or designee from the Student Conduct Board and shall consist of two (2) faculty and administrative staff members combined, and two (2) student members. Each panel shall elect from among its number an individual to chair that hearing and to report its recommendations to the Director of OSRR or designee. At hearings conducted by a student hearing panel, the Director of OSRR or designee shall act as an advisor to the panel, receive the panel’s recommendations as to “in violation” or “not in violation” of the Student Conduct Review Process, and consider any sanctions recommended by the panel.

The Director of the OSRR or designee may accept the recommendation of “in violation” or “not in violation” or remand the case for rehearing. If the Director of the OSRR or designee accepts the recommendation of “in violation,” they may approve, mitigate or increase the sanctions recommended by the panel, based on standards set forth in the Disciplinary Sanctions section of the Student Conduct Review Process.

8. Administrative Hearings
Administrative hearings shall be conducted by a faculty or staff member randomly selected by the Director of OSRR or designee from the Student Conduct Board. The charged student shall be informed of the hearing officer assigned to his/her case and shall have the opportunity to challenge the impartiality of the individual within three (3) school days of notification. In the event that a student has opted not to challenge the impartiality of a hearing officer, the student and the hearing officer shall remain as scheduled. The student shall state in writing the basis for such challenge. A hearing officer so challenged will be excused; however, indiscriminate challenges shall not be permitted.

The Director of the OSRR or designee may accept the recommendation of “in violation” or “not in violation” or remand the case for rehearing. If the Director of the OSRR or designee accepts the recommendation of “in violation,” they may approve, mitigate or increase the sanctions recommended by the administrative hearing officer, based on standards set forth in the Disciplinary Sanctions section of the Student Conduct Review Process.

4. Student Rights During the Student Conduct Review Process
The following rights shall be explained to each charged student prior to the commencement of any formal disciplinary hearing:

1. All parties shall be afforded reasonable written notice, at least five (5) calendar days prior to the hearing. A letter sent to the charged student at the address listed in the registrar’s records shall constitute full and adequate notice.

Written notice shall include:

a. A statement of the time, place, and nature of the proceeding hearing.

b. A statement of the nature of the case and of the forum under which it is to be heard.

c. A brief statement of the behavior of the accused student that serves as the basis for the violation(s) being charged. If the University is unable to state the behavior in detail at the time notice is served, the initial statement may be limited to an explanation of the general issues involved. Thereafter, upon request by the student, a more detailed and definitive statement will be furnished prior to the commencement of any formal hearing.

2. The student may have an advisor of the student’s choice present at the hearing. The Director of OSRR shall maintain a list of impartial advisors and resources available to the student for preparing his/her defense. The advisor shall assist the student in the disciplinary process but shall not speak for or present the case on behalf of the student.

3. All hearings shall be conducted on the basis that the charged student is not in violation until the preponderance of evidence proves otherwise.

4. The student may inspect any evidence presented in support of the charges. Evidence may be presented in defense of the student.

5. The student may hear and question adverse witnesses.

6. The student shall not be forced to present self-incriminating evidence; however, the University is not required to postpone disciplinary proceedings pending the outcome of any civil or criminal case.

7. The decision of “in violation” or “not in violation” on the charges shall be based solely on the evidence presented at the hearing.

8. The results of any formal hearing shall be furnished in writing to the student within two (2) working days following the hearing.

9. The student’s enrollment status shall remain unchanged pending the University’s final decision in the matter, except in cases where the Vice President for Student Development and Enrollment Services or designee determines that the safety, health, or general welfare of the student, any individual, or any part of the University may be involved.

5. Special Student Hearing Panels
Certain other Special Student Hearing Panels function to hear specified charges of misconduct as defined below. The Director of the OSRR or designee may refer cases to the appropriate hearing panel after consideration of the facts. The Director of the OSRR or designee serves as a general advisor to these boards. Designated advisors may be assigned to each of these boards as well.

a. Student Organizational Rules of Conduct Violations
For violations of the rules of conduct on the part of a student organization, see section 15: Student Activities and Organizations.

b. Greek-Letter Hearing Panels
There are several hearing panels for social, Greek-Letter organizations. These panels deal specifically with and are limited to constitutional violations of their respective governance councils, which includes the following:

1. Diversified Greek Council Judicial Board
2. Interfraternity Council Judicial Board
5. GAMMA Council

Any hearing panels organized and administered by the OSRR to deal with issues of organizational misconduct will supersede any actions, recommendations, and decisions produced by the aforementioned boards. These Greek hearing panels do not fall under the supervision of the Office of Student Rights and Responsibilities.

6. Disciplinary Sanctions
The sanctions which may be imposed on students for violation of any of the Rules of Conduct of this University shall include the following: suspension, probation, or remand under informal disposition or any of the following. Review boards may recommend any sanction listed below with any appropriate modifications as well as any from the sanctions listed under informal disposition.

a. Disciplinary Warning
An official warning that the student’s behavior is in violation of the UCF Rules of Conduct, and that if the student is subsequently found in violation of this rule, subsequent action may be more severe.

b. Disciplinary Probation
Disciplinary probation status shall be for a specific length of time extending from a week to a number of semesters. Restrictive conditions may be imposed and vary according to the severity of the offense. Restrictive conditions may include, but may not be limited to the following: loss of good standing, which may become a matter of record; ineligibility to receive any University award, scholarship, loan, honorary recognition or initiation into any local or national organizations, and denial of the privilege to occupy a position of leadership or responsibility in any University student organization, publication, or activity, or ability to represent the University in an official capacity.

Under disciplinary probation, the student may continue to attend classes and is given a chance to show capability and willingness to live in accordance with University rules. However, if the student is subsequently found in violation of a rule while on disciplinary probation, the University may suspend or expel the student from the University.

c. Disciplinary Suspension
A student involved in an offense warranting consideration of action more serious than disciplinary probation or one involved in repeated misconduct may face suspension. The length of the suspension period shall be defined and may extend from days to a number of semesters. During the period of suspension, a student may not attend classes and may not otherwise be present on University premises unless authorized in writing in advance under conditions approved by the Director of...
OSRR. In determining if and to what extent suspended students shall be authorized to be on University premises, the Director of OSRR or designee shall consider whether the suspension creates an undue hardship on the suspended student in regard to considerations that include, but are not limited to, the medical needs of the student.

D. Disciplinary Expulsion
When an offense is of such severity that the University will not allow the student to enroll, the student will be expelled. When a student has been expelled from the University for disciplinary reasons, a full report will be placed in the permanent record of the individual concerned.

7. Appeals Within the Student Conduct Review Process

A. Students found in violation as a result of a hearing may appeal that finding and sanction(s) imposed as a result thereof on the basis of one or more of the following:

1. Irregularities in fairness and stated procedures of the hearing that could have affected the outcome of the hearing.
2. Discovery of new and significant evidence that could have affected the outcome of the hearing and that was not known or could not reasonably have been discovered and/or presented at the time of the initial hearing.
3. The sanctions are disproportionately to the violation(s).

B. Appeals within the Student Conduct Review Process for the Area Campuses

A. Violation Reports
Alleged violations of the Rules of Conduct shall be reported in writing to the Director of Campus Life at each area campus, center, instructional site, or UCF affiliated community campus, or to the Director of OSRR, if the campus or center does not have a Director of Campus Life, who shall make appropriate inquiries into the circumstances of the case and determine in consultation with the Director of OSRR one of the following courses of action:

- Case dismissal
- Administrative action
- Mediation
- Informal disposition
- Formal disposition

1. Case dismissal
The Director of Campus Life will forward the case to the Director of OSRR or designee who may dismiss a case if it is found to have sufficient facts or evidence to substantiate the claim of misconduct, the accused person is not a student or the misconduct is not a violation of the rules of conduct.

2. Administrative action
In unusual cases, which dictates an immediate decision for the welfare of any individual, the student body or any part of the University, the Director of Campus Life may take immediate and summary administrative action to relieve the situation. This action may include any of the following disciplinary sanctions described in this rule or any lesser sanction that is determined necessary to protect the interests of all concerned.

The sanction of disciplinary probation with restrictive conditions, suspension or expulsion shall be approved in advance by the Director of OSRR or designee, Orlando Campus. All action taken at the area campus may be subject to review by the Director of OSRR or designee, Orlando Campus, the Associate Vice President for Campus Life and Enrollment Services, or the Vice President for Student Development and Enrollment Services.

Sanctions taken through administrative action shall remain in effect until the final disposition of formal charges resulting from the circumstances of the case, unless the Vice President for Student Development and Enrollment Services or designee shall decide otherwise.

3. Mediation
Depending on the nature and severity of the alleged violation, the Director of OSRR or designee, Orlando Campus, may refer the case to the Dispute Resolution Services office for mediation as an alternative to disciplinary action. Mediation is a confidential process whereby two or more parties work voluntarily to communicate their concerns and needs to each other and to reach their own agreement on the issues discussed. These mediators have been carefully selected and have completed a rigorous training program. The participants are responsible for keeping their agreement or re-negotiating it, if necessary. In the event that the participants do not reach a full and final resolution, the case would be referred back to the Director of OSRR or designee, Orlando Campus, for disciplinary action.

4. Informal disposition
At the discretion of the Director of Campus Life, infractions not warranting formal disposition may be settled administratively by one or more of the following: disciplinary warning, disciplinary probation, restitution, community service, counseling or other educational sanctions. This informal disposition shall take place on the area campus.

5. Formal disposition
If an alleged violation of the Rules of Conduct is not handled through other appropriate channels, is not dismissed or is not settled informally, then the Director of Campus Life shall request that the Director of OSRR or designee, Orlando campus, present formal charges. At this point the same procedure as outlined in the Student Conduct Review Process for Formal Disposition shall take place.

B. Appeals Within the Conduct Review Process

The procedure for appeals within the Conduct Review Process for the Area Campuses shall be the same as those for the main (Orlando) campus as previously outlined.

C. Sealing of a Student Conduct Record
A student's conduct record is eligible to be sealed if it is a single minor offense that did not result in suspension or expulsion and where a second violation would not likely result in suspension or expulsion from the University. A student conduct record may be sealed upon the successful submission and review of appropriate paperwork to the Office of Student Conduct. The factors influencing the decision by the Director of the OSRR for sealing are the severity of the violation, effect of the violation on the University community, sanctions applied, completion of sanctions, and ethical development demonstrated by the student. There is no appeals process regarding student conduct record sealing.

8. Student Conduct Review Process for the Area Campuses

A. Violation Reports
Alleged violations of the Rules of Conduct shall be reported in writing to the Director of Campus Life at each area campus, center, instructional site, or UCF affiliated community campus, or to the Director of OSRR, if the campus or center does not have a Director of Campus Life, who shall make appropriate inquiries into the circumstances of the case and determine in consultation with the Director of OSRR one of the following courses of action:

- Case dismissal
- Administrative action
- Mediation
- Informal disposition
- Formal disposition

1. Case dismissal
The Director of Campus Life will forward the case to the Director of OSRR or designee who may dismiss a case if it is found to have sufficient facts or evidence to substantiate the claim of misconduct, the accused person is not a student or the misconduct is not a violation of the rules of conduct.

2. Administrative action
In unusual cases, which dictate an immediate decision for the welfare of any individual, the student body or any part of the University, the Director of Campus Life may take immediate and summary administrative action to relieve the situation. This action may include any of the formal disciplinary sanctions described in this rule or any lesser sanction that is determined necessary to protect the interests of all concerned.

The sanction of disciplinary probation with restrictive conditions, suspension or expulsion shall be approved in advance by the Director of OSRR or designee, Orlando Campus. All action taken at the area campus may be subject to review by the Director of OSRR or designee, Orlando Campus, the Associate Vice President for Campus Life and Enrollment Services, or the Vice President for Student Development and Enrollment Services.

Sanctions taken through administrative action shall remain in effect until the final disposition of formal charges resulting from the circumstances of the case, unless the Vice President for Student Development and Enrollment Services or designee shall decide otherwise.

3. Mediation
Depending on the nature and severity of the alleged violation, the Director of OSRR or designee, Orlando Campus, may refer the case to the Dispute Resolution Services office for mediation as an alternative to disciplinary action. Mediation is a confidential process whereby two or more parties voluntarily communicate their concerns and needs to each other and to reach their own agreement on the issues discussed. These mediators have been carefully selected and have completed a rigorous training program. The participants are responsible for keeping their agreement or re-negotiating it, if necessary. In the event that the participants do not reach a full and final resolution, the case would be referred back to the Director of OSRR or designee, Orlando Campus, for disciplinary action.

4. Informal disposition
At the discretion of the Director of Campus Life, infractions not warranting formal disposition may be settled administratively by one or more of the following outcomes: disciplinary warning, disciplinary probation, restitution, community service, counseling or other educational sanctions. This informal disposition shall take place on the area campus.

5. Formal disposition
If an alleged violation of the Rules of Conduct is not handled through other appropriate channels, is not dismissed or is not settled informally, then the Director of Campus Life shall request that the Director of OSRR or designee, Orlando campus, present formal charges. At this point the same procedure as outlined in the Student Conduct Review Process for Formal Disposition shall take place.

B. Appeals Within the Conduct Review Process

The procedure for appeals within the Conduct Review Process for the Area Campuses shall be the same as those for the main (Orlando) campus as previously outlined.

C. Sealing of a Student Conduct Record
A student's conduct record is eligible to be sealed if it is a single minor offense that did not result in suspension or expulsion and where a second violation would not likely result in suspension or expulsion from the University. A student conduct record may be sealed upon the successful submission and review of appropriate paperwork to the Office of Student Conduct. The factors influencing the decision by the Director of the OSRR for sealing are the severity of the violation, effect of the violation on the University community, sanctions applied, completion of sanctions, and ethical development demonstrated by the student. There is no appeals process regarding student conduct record sealing.

9. Evaluation of Student Conduct Review Process

The student conduct review process will be evaluated not less than every three (3) calendar years by a University committee composed of three (3) student members appointed by the Student Body President to the Vice President for Student Development and Enrollment Services and three (3) faculty and/or staff members appointed by the Vice President for Student Development and Enrollment Services, one of whom shall be an attorney within the General Counsel's Office.

10. Parental Notification Policy

A. In the fall of 2000, the Board of Regents of the State University System of Florida instructed each University to include provisions for parental notification of dependent students under the age of 21 if the student is found to be in violation of University policies regarding alcohol and other drugs. The purpose of the Parental Notification Policy at the University of Central Florida is to comply with the Board of Regents' instructions and to promote the health and well being of students. This policy will provide parents an opportunity to partner with their student and the University to address behaviors that could place students at risk of harming themselves or others.

The University of Central Florida will notify parents or guardians of dependent students, defined in F.S. 228.093 under the age of 21, when the student is found responsible for violating University alcohol or other drug policies as found in the student handbook, The Golden Rule.

B. Parents will be notified if:
1. The student has been found for the second or more time(s) in violation of the University policy regarding the use, possession, sale, or distribution of alcoholic beverages.
2. The student has been found for the second or more time(s) in violation of the University policy regarding public intoxication.

The student has been found in violation of the University policy that prohibits driving a vehicle while under the influence of alcoholic beverages or a narcotic or other controlled substance not expressly permitted by law.

3. The student has been found in violation of the University policy regarding belligerent and/or aggressive behavior while under the influence of alcoholic beverages or a narcotic or other controlled substance not expressly permitted by law.

4. The student has been found in violation of the University policy regarding the attempt to obtain or the use, possession, sale, or distribution of any narcotic or other controlled substance not prescribed by law.
5. The student has required professional treatment in a medical facility for a condition associated with the use of alcoholic beverages or a narcotic or other controlled substance not expressly permitted by law.

6. These guidelines do not preclude the University’s contacting parents or guardians for other policy violations that may endanger the health and well-being of a student or other individuals in the community.

C. Parents or guardians will be notified in writing by the Office of Student Rights and Responsibilities and, whenever possible, students will be informed in advance that their parents or guardians will be notified.

11. Student Academic Behavior

A. Academic Behavior Standards

UCF is committed to a policy of honesty in academic affairs. Conduct that comprises a breach of this policy may result in academic action and disciplinary action. Academic action affects student assignment, examinations or grades. Disciplinary action affects student enrollment status.

1. Violations of student academic behavior standards on the undergraduate and graduate level include, but are not limited to, the following:

a. Cheating whereby non-permissible written, visual or oral assistance including that obtained from another student or another source is utilized on examinations, course assignments or projects. The unauthorized possession or use of examination or course related material shall also constitute cheating.

b. Plagiarism whereby another's work is used or appropriated without any indication of the source, thereby attempting to convey the impression that such work is the student's own.

c. A student who has assisted another in any of the foregoing breaches of standards shall be considered equally culpable.

d. The actions described here do not apply to alleged violations arising from the production of theses or dissertations. Such alleged violations are handled by the Office of Graduate Studies as outlined in section B(6) below.

2. Academic Action

a. When an instructor becomes aware of an alleged violation of student academic behavior standards and before any academic action is taken, the instructor shall inform the student of the violation, citing the information on which the allegation is based. The instructor shall give the student the opportunity to respond in defense. The instructor in consultation with the unit head shall notify the student in writing of the academic action being taken and the reason for such action. Reports of the initial violation and the final academic action report shall also be sent to the Director of the Office of Student Rights and Responsibilities (OSRR) or designee.

b. In response to an alleged violation of the student academic behavior standards the instructor, along with the unit head, shall take appropriate measures ranging from counseling to formal academic action (loss of credit in a specific assignment, examination or project; failure of the course; or withdrawal of the offender from the course with a grade of “F”) to a recommendation for disciplinary action for violations of the OSRR or designee. If a student is found to have multiple infractions, OSRR may recommend additional action.

c. Should an alleged violation of academic behavior standards arise before the withdrawal deadline in a term, the instructor shall notify the student and the instructor in consultation with the unit head shall determine the student's eligibility for the course in question. Only a written release from the instructor of the authorized part-time withdrawal is considered a student appeal will permit withdrawal. However, if the student appeals the academic action and desires to withdraw from the course, the process shall be initiated by the student immediately in the normal university manner. Such withdrawal requests will be held in abeyance until a ruling on an appeal is obtained. If, in the event of a favorable student appeal, the withdrawal request will be processed at the time. The individual empowered to rule on the student appeal shall appropriately notify both the registrar and the Director of the OSRR or designee of the outcome.

3. Coordination of Academic and Disciplinary Action

a. When an instructor initiates academic action as the result of the student's alleged violation of academic behavior standards, the academic action will be processed before any disciplinary action is sought. At the time of the final academic action report, the instructor can recommend, through the unit head and college dean or designee to the Director of the OSRR or designee, that disciplinary action should be pursued by means of the Student Conduct Review Process.

b. When information concerning an alleged violation of academic standards is received by the Director of the OSRR or designee from somewhere other than instructional sources (e.g. other students, University police, etc.), the Director of the OSRR or designee shall inform the dean or designee of the college in which the violation allegedly took place. The college dean or designee shall inform the unit head, who, in turn, will notify any affected instructor. The instructor, in consultation with the unit head, will then determine if an academic action is appropriate. At the time of the final academic action report, the instructor can recommend through the unit head and college dean or designee to the Director of the OSRR or designee, that disciplinary action should be pursued by means of the Student Conduct Review Process.

c. In the case of multiple or aggravated violations of academic behavior standards, the Director of the OSRR or designee shall initiate disciplinary action based on an information contained in University records upon consultation with the college dean or designee.

B. Student Academic Appeals

1. Scope

a. This rule shall apply to undergraduate and graduate student appeals of the following:

i. Grades (typically limited to final grades) resulting from an instructor's:
   a. Alleged deviation from established and announced grading policy;
   b. Alleged errors in application of grading procedures;
   c. Alleged lowering of grades for non-academic reasons including discrimination.

ii. Actions taken by an instructor pursuant to the provisions of the UCF policy on "Student Academic Behavior"

b. This rule shall also apply to undergraduate program requirements of departments, schools, or colleges.

c. Appeals of graduate programs actions or decisions by a faculty member, program, or college, including termination from an academic program, are discussed in the following section 6.

d. The professional judgment exercised by an instructor in assigning a specific grade or in conducting a class is excluded from the provisions of this rule except as noted above.

2. General Policy - The Following Assumptions Are Adopted

a. Students are entitled to a fair, prompt, and open resolution of complaints.

b. Faculty members and administrators are entitled to a fair, prompt, and open defense of their action.

c. Students have access to published materials and student government representatives to help them become familiar with and understand procedures for handling complaints.

d. Faculty members and administrators have access to published materials and University staff to help them know and understand procedures through which charges against them will be addressed.

e. Resolution of student appeals should be made as speedily and informally as possible.

f. The University as an institution and its faculty are entitled to procedures that ensure the maintenance of academic standards.

g. The appropriate forum for discussion or alteration of academic matters is the academic unit responsible for these matters.

3. Resolution of Student Appeals at the College Level

a. If not satisfied with the resolution of the complaint proposed by the unit head or supervisor, the student may proceed within 10 school days of receipt of the unit head's or supervisor's decision to file a written appeal with the office of the dean of the college in which the action occurred. The written appeal must clearly specify the action that the student perceives as wrong.

b. An assistant or associate dean in the college appropriate to the case will hear the appeal and render the opinion in 3 work weeks in writing or provide a reason why the deadline could not be met. If the student is satisfied with the finding of this administrator, the student within 10 days may request an appeal to the student academic appeals committee.
c. The purpose of the student academic appeals committee is to determine whether a broader segment of the campus represented by the committee also judges the action as wrong. If so, they are to suggest a resolution for the action. Before filing the complaint, if the student should consult with Student Government Association's Judicial Advisor or designee, who shall furnish advice to the student's rights and responsibilities with respect to this policy. The written appeal shall include the basis for the complaint, the dates when the instruction, unit head, administrator, or supervisor, met with information of the problem, and the suggested resolution at that time.

d. The Student Academic Appeals Committee
i. Each college shall establish a Student Academic Appeals Committee whenever required.

ii. The committee shall be made up of at least three and no more than five tenured faculty members and an equal number of students.

iii. Student members shall be selected by the dean of the college to designee from a panel of no less than thirty (30) students. This panel shall be appointed by the Vice President of Student Development and Enrollment Services from a list furnished for this purpose by the Student Body President.

iv. Any member shall be challenged for cause by either party. The validity of such challenges shall be decided by the Office of Student Rights and Responsibilities. If a challenge is upheld, the college dean or designee shall appoint a replacement from the college's tenured faculty or the student panel.

v. The dean or designee shall call the Student Academic Appeals Committee together for an arranged appeals date.

vi. The committee shall develop its recommendations by majority vote. The committee chair shall designate a member to record the committee's recommendations. These recommendations concerning the disposition of the case shall be submitted to the college dean.

vii. After meeting with both parties, the committee shall develop its recommendations by majority vote. The committee chair shall designate a member to record the committee's recommendations. These recommendations concerning the disposition of the case shall be submitted to the college dean.

vi. The college dean shall render a decision within 10 school days of the conclusion of the committee hearing. Copies of the committee's recommendation and the dean's decision shall be made available to both parties concerned, to the provost, and to all other involved parties and departments.

5. Final Appeal
a. If the college dean's decision, the student may, within 10 school days, file a written request for review of the dean's decision.

b. The graduate student grievance procedure is designed to provide a fair process of dealing with graduate student complaints regarding a specific action or decision by a faculty mentor, program or college, including termination from an academic program. Academic misconduct complaints associated with sponsored research will involve procedures determined by the Office of Research.

c. Students who believe they have been treated unfairly, with the previous exceptions, may file an grievance. The procedure provides several levels of review, and at each level of review the parties to a grievance are provided with the information and opportunity to discuss the grievances.

i. If an informal resolution fails, the procedure is as follows:

a. The graduate student requesting consideration of a grievance must state the nature of the grievance in writing to the graduate program coordinator, within one year of the date of the occurrence of the grievance.

b. The statement should include a brief narrative of the grievance, the parties involved, and a statement of what remedy is requested.

c. The graduate program coordinator may ask the unit graduate committee to examine the grievance at the next most appropriate level. The graduate student may appeal the decision of the unit graduate committee to the college dean and then make a final decision about the grievance at that level.

d. The graduate student may appeal the decision of the unit head, the student or unit head may request in writing that the Graduate Student Grievance Coordinator reconsider such a decision. The Graduate Student Grievance Coordinator may review and render a decision upon the grievance originated.

vi. After meeting with both parties, the committee shall develop its recommendations by majority vote. The committee chair shall designate a member to record the committee's recommendations. These recommendations concerning the disposition of the case shall be submitted to the college dean.

vii. The college dean shall render a decision within 10 school days of the conclusion of the committee hearing. Copies of the committee's recommendation and the dean's decision shall be made available to both parties concerned, to the provost, and to all other involved parties and departments.
recommendation that it will make, either at a continuation of the meeting or at a future meeting.

g. The Vice Provost and Dean of Graduate Studies will consider the input of the Appeals Subcommittee of the Graduate Council and make a final decision about the grievance for the university.

12. Student Grievance Procedure

A. General

1. The intent of this rule is to provide a procedure whereby student grievances are processed promptly and resolved fairly. Students shall be given adequate opportunity to bring complaints to the attention of the University with the assurance that the proper University officials will promptly investigate the facts of the case and evaluate these facts in an objective manner.

2. Student problems should be resolved, wherever possible, before the filing of a formal written grievance, and open communication is encouraged so that resorting to formal grievance procedures will not be necessary. Informal resolution of grievances may be continued throughout the process.

3. Time limits contained in this rule may be extended by mutual agreement of the parties. Upon failure by the University or its representatives to provide a decision within the time limits provided in this rule or any extension thereof, the grievant may appeal to the next appropriate step. Upon failure of the grievant or counsel to finalize an appeal, or to take prescribed action, within the time limits provided in this rule, the grievance shall be deemed to have been resolved at the prior step.

B. Exclusions

Grievances pertaining to the following matters shall not be processed under this rule:

1. Disciplinary actions taken under UCF conduct rules;

2. The professional judgment exercised by an instructor in assigning a grade;

3. Undergraduate program requirements of departments, schools, or colleges;

4. Graduate program actions or decisions by a faculty member, program or college, including termination from an academic program.

5. Traffic and Parking Violations;

6. Professional judgment of licensed practitioners in health-related professions.

C. Definitions

1. “Day” means a calendar day.

2. “Grievance” means a dispute or request for redress of the interpretation or application of any rule or regulation of the University or the Board of Trustees.

3. “Grievant” means any enrolled or admitted student who presents a grievance under this rule.

4. “Respondent” means the UCF faculty or staff member who is alleged to have caused the grievance by identifiable acts of omission or commission.

5. “Party” means either the grievant or the respondent.

6. “Counsel” means an attorney or lay advisor.

7. “Resolution” means an action by or on the behalf of the University that is satisfactory to the student.

8. “Student Grievance Panel” means a panel of 15 persons appointed by the President of the University based on recommendations from the President’s Advisory Staff and from the Student Body President. Those eligible for appointment:

   a. Full-time faculty;
   b. A & P and Career Service employees who hold administrative positions;
   c. Students currently enrolled and in good standing. The Student Grievance Panel from which individual boards will be selected shall consist of:
      1. 5 faculty representatives;
      2. 5 administrative staff representing the various administrative divisions of the University;
      3. 5 students whose names are to be submitted to the President of the University by the President of the Student Government Association.
   d. Panel members shall serve annual terms beginning and ending in August of each academic year. When a vacancy occurs, the President shall make new appointments to fill unexpired terms. Whenever the exercise of the challenge reduce the number of panel members eligible to serve in a particular grievance, the President may appoint additional members on an ad hoc basis.

9. “challenge” shall mean a formal objection, by either the grievant or the respondent, to having a member of the Student Grievance Panel appointed as either an investigator or Student Grievance Board member.

10. “peremptory challenge” shall mean a challenge for which no explanation need to be given by the party making the challenge.

11. “challenge for cause” shall mean a challenge based on alleged bias, prejudice, interest or other causes which indicates that the challenged panel member should not serve because of involvement, predisposition or other related causes. While either party may challenge for cause, such challenges shall be reviewed by the University General Counsel who shall advise as to the fitness to serve of the challenged panel member.

E. Formal Resolution of Grievances

1. If informal resolution attempts do not succeed, the student may present the grievance in writing in the form indicated in (b) below. This written grievance shall be mailed or delivered to the clerk of the University (University General Counsel’s Office) no later than 25 days following the date on which the alleged act or omission causing the grievance occurred; or not later than 25 days from the date the student acquired knowledge, or could be reasonably expected to have acquired knowledge, of the alleged act or omission unless the time limit has been extended by mutual agreement.

2. Formal grievance shall be presented in the following format (fig. 1).

3. Upon receipt of a formal student grievance, the clerk of the University will review the grievance to determine whether

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**Student Grievance Format**

Name: ____________________________

Date: ____________

SS#: ____________________________

Address where student may be reached: ____________________________

Street: ____________________________

City: ____________________________

State: ____________________________

Zip: ____________________________

Telephone: ____________________________

University or BOT rule or regulation violated if any: ____________________________

Statement of Grievance including date(s) or acts of omission for which redress is sought: ____________________________

Name and Position of Respondent: ____________________________

Remedy Sought:

I will be represented in the grievance by (check one):

( ) Myself ( ) Legal Counsel ( ) Other (specify) ____________

I select the option of checked below as the manner in which this grievance shall be disposed (check one only):

A. ( ) The respondent’s vice president may decide my case on its merits.

B. ( ) The respondent’s vice president shall appoint an investigator and decide what disposition should be made of my case after receiving the investigator’s report.

C. ( ) My case shall be reviewed by a grievance board appointed in accordance with UCF Rule 6C7-5.0031 and be decided by the respondent’s vice president after review of the board’s procedures and recommendation.

I do ( ) do not ( ) want a postponement for ______ days to seek informal resolution of this grievance.

This grievance was filed with the clerk of the University on the ______ day of ______, 20 ______, by (check one):

( ) Certified or registered restricted delivery, return receipt requested mail

( ) personal delivery

Grievant: ____________________________

Date Received: ____________________________

Office of the Clerk of University by: ____________________________
or not action under this rule is appropriate or is excluded under the provisions of paragraph 2 above. If action under this rule is appropriate, the clerk of the University will notify the student of the receipt of the grievance and the name of the respondent's vice president who will handle the stated grievance. The respondent and his or her representative will be notified as outlined herein; simultaneously the clerk will notify the respondent and deliver the written grievance to the vice president in whose area the respondent is employed. The clerk will inform the student that proceedings under this rule are not appropriate if such is the case. Report shall be in writing, and such notice will be mailed to the student within 3 days after the clerk's receipt of the written grievance.

4. Within 15 days of receipt of notification of the grievance, the respondent and notify the grievant, such notice will be mailed to the student within 3 days after the clerk's receipt of the written grievance.

5. Upon receipt of the grievance and the respondent's reply thereto, the respondent's vice president shall take action as follows:
   a. If the grievant selects Option A (as noted on the format); After review of the grievance, the respondent shall respond in writing within 10 days to the grievant. The fact-finding portion of the formal grievance and the response to it shall be carried out under the following general principles:
      i. The board of record of proceedings and recommendations shall be made in writing, and the vice president, within 10 days, shall be a student. Either party may challenge the fact-finding portion of the record or the fact-finding portion of the record shall be maintained and open to public inspection and shall be furnished to the grievant and the respondent through the clerk of the University.
   b. If the grievant selects Option B: Within 5 days after receipt of the grievance and respondent's reply thereto, the vice president shall respond in writing within 10 days to the grievant. The fact-finding portion of the formal grievance and the respondent's reply thereto, the respondent's vice president shall review the investigator's report and render a decision, in writing, within 10 days to the respondent and grievant. Notification to the grievant shall be made through the clerk of the University.
   c. If the Grievant Selects Option C: (as noted on the format): After review of the grievance, the respondent's vice president shall render a decision, in writing, within 10 days to the respondent and grievant. The decision shall be forwarded in writing to the grievant and the respondent through the clerk of the University.

13. Student Record Guidelines

A. Records shall be kept to meet the needs of the University. Limited access records are not open to public inspection. Official records shall be maintained and open to public inspection only as provided in Florida Statutes 240.237 and 228.093 and 20 U.S.C. 12329 Federal Law. The Vice Presidents for Academic Affairs and Administration and Finance are designated as custodians of limited access records.

2. Separate student files may be maintained at the University of Central Florida, Orlando, Florida, 32816, in the following offices:
   a. Academic, supporting documents and general education records (Registrar)
   b. Student disciplinary records (Director of OSRR)
   c. Medical records (Director of Student Health Services)
   d. Financial Aid records (Director of Financial Aid)
   e. Counseling and Testing Center records (Director of Counseling and Testing Center)
   f. Student Legal Services records (Director of Student Legal Services)
   g. Dispute Resolution Services records (Coordinator of Dispute Resolution Services)
   h. Placement Center records (Director of Career Resource Center)
   i. Student Repayment records (University Comptroller)
   j. Veterans' records (Director of Veterans' Affairs)
   k. Law enforcement records (Director of University Police)

3. Information relating to the items below is not relevant to the educational process, except for counseling, statistical, and research purposes. Therefore, no record shall be used outside the University nameing the student in relation to the following information, except with the expressed written consent of the student.
   a. Race
   b. Gender
   c. Religion
   d. Disability
   e. Political or social views
   f. Membership in organizations other than honorary, or professional organizations directly related to the education process

B. All persons handling student records shall be instructed concerning the confidential nature of such records and shall be informed of their professional and legal responsibility regarding confidentiality. Personally identifiable student records shall only be disclosed as prescribed in 228.093 F.S.S.

C. Record-keeping personnel may have access to confidential student records and files as necessary in their job function and in accordance with the policy on confidentiality of student records. This activity is the responsibility of the chair of the academic department, or the director of the administrative office.

Persons with administrative assignments may have access to confidential student records and files, except counseling and health records, for internal educational purposes, including necessary administrative and statistical purposes, after prior approval of the chair of the department.

The records of a student which are created or maintained by a physician, or psychologist, or other professional or paraprofessional acting in his or her professional capacity, or assisting in that capacity, and which are created or maintained, or used only in connection with the provision of treatment to the student, are not available to anyone other than persons providing such treatment, provided, however, that such records can be personally reviewed by a physician or other appropriate professional of the student's choice and with the student's written consent. Financial records of the parents of the student or any information contained therein are limited to professional staff immediately responsible for those areas of University operation.

The records of a student which are created or maintained by an attorney employed in Student Legal Services (SLS) or other paraprofessional acting in his or her capacity, and which are created or maintained, or used in connection with the provision of legal services to a student are not available to any other person except as permitted by the Florida Bar Rules. The attorney-client confidentiality rule is subject to very few exceptions. A SLS attorney representing a student will reveal information regarding representation only in very limited instances such as a student's own written request, a final court order, or whenever appropriate in carrying out his or her representation. No information will be given in response to telephone inquiries except as permitted by the Florida Bar Rules.

D. No one having access to confidential student records may disclose information beyond that is listed below. The following information may be given in response to telephone inquiries:
   a. Student's name
   b. Current address
   c. School of record
   d. Current enrollment, current grade point average
   e. Phone number
   f. Major field of study at UCF
   g. Dates of attendance at UCF
   h. Degrees and awards received at UCF
   i. Social Security number, dates of attendance at UCF
   j. Criminal record

Students may request this information to be withheld by completing the necessary forms in the University Registrar's office. Records shall be released in compliance with a court order.

E. Other than the information listed in this rule, the University may not release personally identifiable information without written consent of the student to any party, except the following:
   a. Other University officials;
2. Officials of other institutions in which the student intends to enroll, conditioned upon the student being notified and receiving a copy of such records, if requested, and further allowing the student an opportunity to challenge the contents of the records;


4. In connection with a student's application for, or receipt of, financial aid;

5. Bona fide educational research organizations, which will use the personal identification only as described in 228.093;

6. State or local officials or authorities to which such information is specifically required to be reported or disclosed pursuant to 5 U.S.C. 522(a)(b)(7);

7. Accrediting organizations in order to carry out their accrediting functions;

8. In response to a validly issued subpoena or other order from a court of competent jurisdiction. However, the University will make a reasonable attempt to notify the student prior to compliance with the court order or subpoena.

G. In order for the parent(s) to have access to the student's records without written permission from the student, the parent(s) must certify in writing that the student is economically dependent upon the parent(s) as defined in Section 152 of the U.S. Internal Revenue Code of 1954. Such written certification is to be included in the student's record.

H. Potential employers may be given the above information if the potential employer presents proper credentials and offers proof that the student for which the inquiry is being made has given written permission for such information to be released to the potential employer. Each student shall have access to personal records and files except as noted herein subject to reasonable regulations as to time, place and supervision.

I. Information may be released to University officials with a legitimate educational interest or with a concern for a significant risk to the health and safety of members of the University community, as well as to such officials at other educational institutions with similar interests or concerns.


This is a statement of the standards of conduct and disciplinary sanctions to be imposed for the unlawful possession, use or distribution of illicit drugs and alcohol by UCF students and employees on UCF property or as part of any of its activities. The unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance or the unlawful possession or use of alcohol is prohibited in and on UCF owned and controlled property or as part of any of its activities. Any UCF employee or student determined to have violated this policy shall be subject to disciplinary action for misconduct, action which may include termination or expulsion and referral for criminal prosecution. No employee or student is to report to work, class or any University activity while under the influence of illegal drugs or alcohol. Violation of these policies by an employee or student will be reason for evaluation and possible intervention or treatment for alcohol and other drug abuse or dependency disorders. The University's alcoholic beverages policy is stated below.

A. Campus Alcoholic Beverages Policy

1. Policy- The sale, service, possession, and consumption of alcoholic beverages shall comply with state and federal laws, city and county ordinances, and the licensing agreement with on-campus distributors which allows for the sale and service of alcoholic beverages. In addition, the University has formulated the following policies governing the sale, service, possession, and consumption of alcoholic beverages on campus.

2. Guidelines- The sale or service of alcoholic beverages to persons younger than 21 years of age is prohibited.

3. Number in attendance and method of registering guests;

4. Method of designation for those of age/underage;

5. Contained area where alcohol consumption is permitted;

6. Type of alcohol along with food and alternative non-alcoholic beverages to be provided;

7. Method of security including number of campus police officers;

8. Person to be contacted in event of questions or problems.

5. Approval Procedures for Non-Student Groups - When an event is properly scheduled to take place in a location for which a campus concession holds a license, alcoholic beverages are to be sold through the concession and their license. Groups or organizations that sell beer or wine along with a non-alcoholic choice at other locations on campus must obtain approval to secure a beer or wine license from the Director of Business Services prior to making application for the license.

With approval, the license is then to be obtained by the organization from the Alcoholic Beverages and Tobacco Division of the Department of Business Regulations.

B. Student Organizations

1. Active registered student organizations must secure in writing permission to sell or consume alcoholic beverages on property owned or operated by the University of Central Florida for the purpose of engaging in any activity to benefit either their own organization directly, or a program that their organization may sponsor.

a. Student Union and inside the Pegasus Circle - Director of the Student Union and Recreation and Wellness Center or designee.

b. Outdoor area immediately adjacent to any building - officially designated building manager for that facility.

c. Other outdoor open spaces on the campus - designated sponsors, i.e. Lake Claire - Director of the Student Union and Recreation and Wellness Center or designee.

d. Inside any building - officially designated building manager for that facility.

2. Permission by active registered student organizations to use any space on each campus or its host institution's campus for the purpose of providing or consuming alcoholic beverages must be secured in writing in advance by the Director of Campus Life on each area campus.

3. Off campus groups or organizations who seek to serve alcoholic beverages in a location and situation which does not require a license must obtain prior approval to serve alcoholic beverages on campus from the Director of Business Services. In order to comply with the Federal Drug-Free Workplace Act, the University of Central Florida requires that an employee employed on a grant or contract notify the Office of Human Resources of any criminal drug statute conviction for a violation occurring in the workplace no later than 5 days after such conviction. The University will notify the federal contracting agency within 10 days of having received notice that an employee engaged in the performance of such a contract or grant has had a criminal drug statute conviction for a violation occurring in the workplace. The University will discipline any employee who is so convicted and/or require the employee's satisfactory participation in a drug abuse assistance or rehabilitation program. In order to comply with the Federal Drug-Free Schools and Campuses Act, the following descriptions are listed.

C. Health Risks Associated With the Use of Illicit Drugs and the Abuse of Alcohol

This information was inserted in order to comply with the Federal Drug-Free Workplace Act.

Alcohol consumption causes a number of marked changes in behavior. Even low doses significantly impair the judgment and coordination required to drive a car safely, increasing the likelihood that the driver will be involved in an accident. Low to moderate doses of alcohol also increase the incidence of a variety of aggressive acts, including sexual assault, and spouse and child abuse. Moderate to high doses of alcohol cause marked impairment in higher mental functions, severely altering a person's ability to learn and remember information. Very high doses cause respiratory depression and death. If combined with other depressants of the central nervous system, much lower doses of alcohol will produce the effects just described. Repeated use of alcohol can lead to dependence. Sudden cessation of alcohol intake is likely to produce withdrawal symptoms, including severe anxiety, tremors, hallucinations, and convulsions. Alcohol withdrawal can be life-threatening. Long-term consumption of large quan-
ties of alcohol, particularly when combined with poor nutrition, can also lead to permanent damage to vital organs such as the brain and the liver.

Mothers who drink alcohol during pregnancy may give birth to infants with fetal alcohol syndrome. These infants have irreversible physical abnormalities and mental retardation. In addition, research indicates that children of alcoholic parents are at greater risk than other youngsters of becoming alcoholics. The following lists the possible effects and health risks associated with the use of illicit drugs and controlled substances.

**Alcohol:** Consumption causes a number of changes in behavior and physiology. Even low doses significantly impair judgment, coordination, and abstract mental functioning. Statistics show that alcohol use is involved in a majority of violent behaviors on college campuses, including acquaintance rape, vandalism, fights, and incidents of drinking and driving. Continued abuse may lead to dependency, which often causes permanent damage to vital organs and deterioration of a healthy lifestyle.

**Cannabis** (Marijuana, Hashish): May impair or reduce short-term memory and comprehension, alter sense of time, and reduce coordination and energy level. Users often have a lowered immune system and an increased risk of lung cancer. The active ingredient in marijuana, THC is stored in the fatty tissues of the brain and reproductive system for a minimum of 28 to 30 days.

**Hallucinogens:** Lysergic acid (LSD), mescaline, and psilocybin cause illusions and hallucinations. The user may experience panic, confusion, suspicion, anxiety, and loss of control. Delayed effects, or flashbacks, can occur even when use has ceased. Phencyclidine (PCP) affects the section of the brain that controls the intellect and keeps instincts in check. Because the drug blocks pain receptors, violent PCP episodes may result in self-inflicted injuries.

**Cocaine/Crack:** Users often have a stuffy, runny nose and may have a perforated nasal septum. The immediate effects of cocaine use include dilated pupils and elevated blood pressure, heart rate, respiratory rate, and body temperature, followed by depression. Crack, or freebase rock cocaine, is extremely addictive and can cause delirium, hallucinations, blurred vision, severe chest pain, muscle spasms, convulsions, and even death.

**Amphetamines:** Can cause a rapid or irregular heartbeat, tremors, loss of coordination, collapse, and death. Heavy users are prone to irrational acts.

**Heroin:** Is an opiate drug that causes the body to have diminished pain reactions. The use of heroin can result in coma or death due to a reduction in heart rate.

**Ecstasy:** Is a psychodelic amphetamine that causes brain damage, specifically to the nerves in the brain that release serotonin. The immediate effects of Ecstasy use include dehydration, muscle cramping, increased blood pressure, and nausea. Confusion, anxiety, depression, sleeplessness, and paranoia are also effects of Ecstasy. Hallucinations may occur as a result of Ecstasy use.

**GHB (Gamma Hydroxybutyrate):** Was banned as a dietary supplement in 1997 because of the harmful and deadly effects it had on the people who consumed it. The use of GHB can cause nausea, loss of consciousness, convulsions, coma, and/or respiratory arrest within 20 minutes of ingestion. Recently, GHB has become a common drug used in sexual assault. Former President Bill Clinton passed a law in 2000 declaring that the use of GHB in a sexual assault case will automatically add 20 years to your sentence.

**Methamphetamine:** Commonly known as Speed, Crystal Meth, or Crack, methamphetamine can cause agitation, paranoia, and increased heart rate, blood pressure, and body temperature. The spikes in blood pressure can cause blood vessels to burst, which can result in cardiac arrest or even death.

**Nicotine:** Is absorbed into the blood stream, affecting the central nervous system and raising heart rate and pressure. It is highly addictive — so much that 70% of smokers who quit relapse during the first year.

**Barbiturates:** Are depressants that affect the central nervous system. Tolerance occurs very rapidly. Some of the long-term effects include chronic tiredness, vision problems, sexual dysfunction, menstrual irregularities, and breathing disorders.

**Drug/Alcohol Counseling, Treatment, or Rehabilitation and/or Re-entry Programs Available to UCF Student and Employees**

A broad range of student services provided through UCF's Division of Student Development and Enrollment Services are available to assist with non-academic problems that negatively affect their performance.

The Alcohol and Other Drug Programming Office offers education, prevention, intervention, assessment, counseling, re-entry and referral services designed to enhance students' personal and academic success. Qualified staff is available to assist students with these services. This office also encompasses the REACH (Responsible Education and Action for Campus Health) Prevention Education Program. The professional health educators and peers of REACH provide a wide variety of college health related services, including the ADAPT (Alcohol and Drug Awareness and Prevention) class. ADAPT is designed to provide students the information they need to make low risk, healthy choices around the use of alcohol. It also gives students the facts about the effects and consequences of alcohol and a wide variety of other drugs, to assist them in assessing if their use has become misuse, abuse or dependency.

Student Health Services works closely with this office to provide additional support and expertise to students, as does the Counseling Center. The Recreation and Wellness Center provide programs and activities to enhance our students' health and well being.

UCF has implemented an Employee Assistance Program (EAP) to provide services to its approximately 4500 regular personnel employed at all campuses. The services are available at no charge to UCF employees (except OHP personnel which include adjunct faculty, graduate and student assistants) and immediate family who live in their household as defined by the State Employee's Group (except dependents and employees of the State Employee's Group, dependents and employees). UCF's EAP is an employee benefit designed to provide initial confidential assessment, counseling and referral services to employees whose personal problems are adversely affecting their job performance and overall well being.

The program is designed to identify problems and assist employees (with the support of their affected dependents) by providing professional assistance while the problems are still in the early stages. EAP services offered or referred include and address a broad range of issues that trouble employees and/or dependents (for example, job burnout, personal emotional or psychological problems, parental problems, divorce, stress, bereavement/depression due to the death of a loved one or other traumatic experiences) which may result in the illegal use of drugs and/or alcohol abuse. Specifically, the EAP is designed to:

- Refer troubled employees/dependents.
- Motivate employees/dependents to seek and accept assistance.
- Assess troubled employees/dependents' problems and personal resources.
- Recommend plan of action.
- Provide initial counseling, and/or referral to such individuals.

**E Applicable Legal Sanctions Under Federal, State and Local Law for the Unlawful Possession or Distribution of Illicit Drugs and Alcohol**

In the U.S. Department of Justice, Drug Enforcement and Administration 1989 edition of Drugs and Abuse the following statement is provided regarding applicable legal sanctions under federal law for the unlawful possession or distribution of illicit drugs.

"The foundation of the federal fight against drugs is Title II of the Comprehensive Drug Abuse Prevention and Control Act of 1970, commonly known as the Controlled Substance Act (CSA). The basic Provisions of that law were strengthened by the Congress in 1984 and again with the Anti-Drug Abuse Act of 1986. The CSA provides penalties for unlawful manufacture, distribution, and dispensing of controlled substances. The penalties are basically determined by the schedule of the drug or other substance, and sometimes are specified by drug name, as in the case of marijuana. As the statute has been amended since its initial passage in 1970, the penalties have been altered by Congress. Florida laws (directed to discourage persons from driving under the influence of drugs or alcohol) have severe penalties including mandatory minimum incarceration sentences. Other sanctions include:

- Suspension or revocation of driver's license.
- Suspension of vehicle registration and return of license plates, in the case of a multiple offender.
- Mandatory blood testing to determine alcohol or drugs levels.
- Mandated assessment and counseling, and fines.

**E Biennial Review by UCF of其 Drug-Free Workplace/Drug-Free School Policy Compliance**

The University, as a belief in their co-curricular value, has developed in the general education of students, and their being an asset to the University community. Opportunities for student involvement in student organizations include student government, academic/professional and honorary, athletics, military, religious, special interests, minority, international and service groups. Student organizations play an important role in the total University life and must, therefore, exercise judgment and responsibility in the planning and implementation of their activities. This judgment and responsibility extends to individual members and officers of organizations. Organizations and individuals must also observe certain regulations for rational and effective operation in the University community.

**15. Student Activities and Organizations**

The University supports a variety of student organizations as a belief in their co-curricular value, and for their role in the general education of students, and their being an asset to the University community. Opportunities for student involvement in student organizations include student government, academic/professional and honorary, athletics, military, religious, special interests, minority, international and service groups. Student organizations play an important role in the total University life and must, therefore, exercise judgment and responsibility in the planning and implementation of their activities. This judgment and responsibility extends to individual members and officers of organizations. Organizations and individuals must also observe certain regulations for rational and effective operation in the University community.

**A. Student Organization Guidelines**

**1. Benefits of Involvement**

The University of Central Florida (UCF) recognizes the importance of active and effective student organizations. Research clearly shows that
those students who choose to become involved in some form of organized activity do better academically, persist through organized activity do better of organized activity do better when compared to those students who choose not to get involved. These benefits are even more enhanced for those students who take on leadership roles within student organizations.

2. The Ability to Organize
The University encourages students to organize themselves and to pursue personal and/or professional interests. Further, the University supports the choice to form and affiliate with an organization and strives to remove administrative barriers that would hinder such involvement.

3. University Oversight
The University has the responsibility to exercise appropriate oversight over student organizations and their related activities. This includes the official registration of all student organizations through student government as well as oversight for the appropriate time, place and manner of all activities, events, etc. Policies and procedures related to the conduct of student organizations are presented below.

B. General Principles of Group Responsibility
Any student organization can be held responsible for its actions or the actions of a collection of its members acting together. It is recognized that occasional misconduct on the part of individual members may not be attributed to and/or be cause to penalize the organization; however, misconduct on the part of the organization may be addressed when:

1. Members of the organization act together to violate University standards of conduct.
2. A violation arises out of an organization-sponsored, financed, or otherwise supported activity.
3. The organization’s leadership has knowledge of the incident, behavior, etc. and fails to take corrective or prohibitive action before such incident, behavior, etc. occurs or fails to stop such incident, behavior, etc. while it is occurring.
4. A violation occurs on premises and/or transportation owned, operated, or rented exclusively by the organization.
5. A pattern of individual violations has occurred and/continues to occur without adequate control, response, or sanction on the part of the organization or its leaders.
6. The organization or related activities provided the context for the violation.
7. The organization chooses to protect one or more individual offenders who are members, former members, or guests of the organization from official action.

C. Registration of Student Organizations
Any student association, group, or organization other than the Student Government Association whose objectives are consistent with the organizational goals and mission of the University is eligible for active registration. Registration is permitted and completed upon the recommendation of the Student Government Association, the review and concurrence of the Office of Student Involvement, and the approval of the Associate Vice President for Campus Life or designee. The Office of Student Involvement will have copies of the Golden Rule available for student organizations when they submit their registration and officer update reports.

1. Registration Process
To be considered for registration, a student organization must submit a written request to the Office of Student Involvement a list of twelve (eight at area campuses) UCF student members and their UCF ID numbers, a list of all officers and their UCF ID numbers, the signature of at least two current members and the faculty/staff advisor(s)’s, the purpose, and the organization’s address. Organizations that do not have a written request or do not meet any of the informational requirements listed above will be considered inactive. Complete membership and financial statements should be made available to the Office of Student Involvement upon request. Any change in the information indicated above during the academic year should be reported to the Office of Student Involvement. Should an inactive organization fail to reactivate within one (1) calendar year, that organization shall be considered dissolved. Dissolved organizations may only be reformed by following the aforementioned organization registration process.

2. Privileges of Registration
Student organizations registered by the University may be granted the following privileges:
   a. The privilege to use University facilities depending on availability, program and guidelines;
   b. The privilege to request Student Government Association activity and service fees and related requirements listed above will be considered inactive. Complete membership and officer lists and financial statements should be made available to the Office of Student Involvement upon request. Any change in the information indicated above during the academic year should be reported to the Office of Student Involvement. Should an inactive organization fail to reactivate within one (1) calendar year, that organization shall be considered dissolved. Dissolved organizations may only be reformed by following the aforementioned organization registration process.

3. Registration of student organizations by the University shall only support the organization’s purpose, philosophy or activities. The University will not assume any legal liability for any student organization’s activities. Rule 6C7.5.0021, Section (2)

D. Update Reports and Inactive Organizations
At the beginning of each semester, and following organization elections, all registered student organizations must file an updated report with the Office of Student Involvement. The report must include a current listing of the organization’s membership and officers, the signatures of at least two current members and the faculty/staff advisor(s), the purpose, and the organization’s address. Organizations that do not turn in an update form or do not meet any of the informational requirements listed above will be considered inactive. Complete membership and officer lists and financial statements should be made available to the Office of Student Involvement upon request. Any change in the information indicated above during the academic year should be reported to the Office of Student Involvement. Should an inactive organization fail to reactivate within one (1) calendar year, that organization shall be considered dissolved. Dissolved organizations may only be reformed by following the aforementioned organization registration process.

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I. Conduct Regulations for Student Organizations
These conduct regulations shall apply to all student organizations of the University and its area campuses and shall be

f. The privilege to grant awards and honors to organization members.

F. Membership
Membership in any student organization is limited to any student who is currently paying activity and service fees and is enrolled with the University of Central Florida. Organizational membership rights to the organization’s purpose, philosophy or activities. The University will not assume any legal liability for any student organization’s activities. Rule 6C7.5.0021, Section (2)

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2. A violation arises out of an organization-sponsored, financed, or otherwise supported activity.
3. The organization’s leadership has knowledge of the incident, behavior, etc. and fails to take corrective or prohibitive action before such incident, behavior, etc. occurs or fails to stop such incident, behavior, etc. while it is occurring.
4. A violation occurs on premises and/or transportation owned, operated, or rented exclusively by the organization.
5. A pattern of individual violations has occurred and/or continues to occur without adequate control, response, or sanction on the part of the organization or its leaders.
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deemed a part of the terms and conditions of admission and enrollment of all students and student organizations. These regulations apply to all student organizations for conduct that occurs against students or non-students on University premises, while participating in University sponsored or related activities, during school sessions, during holidays and during periods of continuous enrollment or off-campus when that conduct is determined to adversely affect the interest(s) of any part of the University.

1. Damage to Property
Malicious or unwarranted damage or destruction of another's property is prohibited.

2. Theft, Disregard for Property
No student organization shall take, attempt to take, or keep in its possession property or services not belonging to their organization.

3. Disorderly Conduct
No student organization shall:
- a. Act in a manner which can reasonably be expected to disturb the academic pursuits or infringe upon the privacy, rights, privileges, health, or safety of students or the University community or local community.
- b. Obstruct the free movement of students around the campus, interfere with the use of University facilities, or prevent the normal operation of the University.
- c. Condone or encourage such acts of physical assault, including sexual assault.
- d. Engage in obscene or indecent conduct.
- e. Fail to comply with the administrative policies as enacted by the University.
- f. Fail to comply with the directions of University officials or authorized agents acting in the performance of their duties.

4. Alcohol and Drug Related Misconduct
Florida law prohibits possession or consumption of alcoholic beverages by those under the legal drinking age and prohibits making alcoholic beverages available to persons under the legal drinking age (see Alcohol Policy section for more information).
- a. No organization shall furnish or cause to be furnished any alcoholic beverage to any person under the legal drinking age.
- b. The sale of alcohol is prohibited.
- c. No organization shall furnish or cause to be furnished any alcoholic beverage to any person in a state of noticeable intoxication.
- d. The unlawful possession, use, sale, and or distribution of controlled substances is prohibited. Each organization shall take all necessary steps to see that this regulation is not violated at functions it sponsors as well as with any property it owns, operates, and/or rents.
- e. Each student organization shall take all necessary steps to see that no person under the legal drinking age possesses alcoholic beverages at functions it sponsors as well as with any property it owns, operates, and/or rents.

5. Unauthorized Entry
Unauthorized entry, attempted entry or remaining in private or restricted areas of the University, Greek Park, or community facilities is prohibited.

6. Gambling
Student organizations are prohibited from the following:
- a. Play or sponsor an illegal game of chance for money or for anything of value on University premises.
- b. Unlawfully sell, barter, or dispose of a ticket, order, or any interest in a scheme of chance by whatever name on University premises or at any affair sponsored by a student organization.
- c. Wage a game on a University team or organization in a competitive game, with or without an intent to have a direct influence in the success of the competition.

7. Hazing
The University does not condone hazing in any form and defines hazing to include but not limited to:
- a. Any action or situation which recklessly or intentionally endangers the mental or physical health and/or safety of a student for the purpose of initiation, admission into, or association with, any organization operating under registration with the University.
- b. Brutality of a physical nature such as whipping, beating, branding, forcing intravenous exposure to the elements, forced consumption of any food, liquor, drug, or other substances; or other forced elements; or other forced activity which could adversely affect the mental or physical health or safety of the individual.
- c. Any activity that could subject the individual to mental or physical stress such as sleep deprivation, forced exclusion from social contact, forced contact which could result in embarrassment, or any other activity that could adversely affect the mental or physical health or dignity of the individual.
- d. Forcing or requiring the violation of University policies, federal, state, or local law.
- e. Any activity, as described above, upon which the initiation or admission into or association with a University organization may be directed, indirectly or directly conditioned, shall be presumed to be a "forced" activity, the willingness of an individual to participate in such an activity notwithstanding.

8. Outstanding Debt
All registered student organizations are responsible for ensuring that all bills are paid to both on and off campus vendors in a timely manner. Groups shall not knowingly enter into purchase or rental agreements that exceed such limits so as to infringe upon the rights and/or property of others and/or endanger those in attendance is prohibited. Student organizations shall refer to other national parent organizations or University policies for specific information on crowd size.

9. Use of Facilities
Registered student organizations planning events in University facilities are responsible for knowing any applicable policies and are expected to be in full compliance with them. Those individuals acting on behalf of an organization that reserves facilities should check with the University department or office responsible for the facility to guarantee that all procedures have been followed.

10. Fire Safety and Sanitation
- a. Tampering with or damage to fire safety equipment is prohibited. Causing, condoning, or encouraging the creation of any situation involving incendiary or other chemicals or substances, explosives, or fire that reasonably may result in danger to another's person or property is prohibited.
- b. Possession or use of illegal fireworks, incendiary devices, or dangerous explosives is prohibited.
- c. Failure to properly maintain a student organization's facilities or property (or surrounding property) so as to create a potential danger to the health and safety of the occupants or members of the University and surrounding community is prohibited.

11. Advertising
- a. Origination or circulation of any advertising material that contains matter that violates federal, state and/or local laws is prohibited.
- b. Origination or circulation of any advertising media containing false or misleading information or obscene language or the patently offensive material is prohibited.

12. False Information
- a. Concealing, condoning, or encouraging the alteration or creation of any official University record, document or form to include incorrect or misleading information is prohibited.
- b. Reporting or providing false, misleading, incomplete, or incorrect information to any official is prohibited.

13. Social Events
- a. Allowing crowd size that exceeds such limits so as to infringe upon the rights and/or property of others and/or endanger those in attendance is prohibited. Student organizations should refer to other national parent organizations or University policies for specific information on crowd size.
- b. Failing to provide adequate parking so that vehicles are impeding the normal flow of traffic, parked illegally, or parked on private property without proper authorization is prohibited.
- c. Failure to provide adequate security personnel or other security measures in order to ensure the safety of those attending an organization-sponsored event is prohibited.
- d. Conducting any event that interferes with the normal progress of academic events on campus is prohibited.
- e. Failure to register any potentially hazardous event with the Office of Student Involvement and, or Office of Greek Affairs 15 days before the event is prohibited.
- f. Failure to adhere to specific time limits and other restrictions required of all outdoor events involving bands or other forms of amplified music is prohibited.
- g. Outdoor events must cease by the time determined by the Office of Administration and Finance. Outdoor events taking place on property not owned by the University must end at the time determined by the governing agency for that property.

14. Solicitation and Fundraising
All student organizations shall conduct any solicitation and fundraising activities in a manner that does not violate or is contrary to the policies of the University or its Office of Student Activities, the Student Union, and/or federal, state and/or local law.

15. Misuse or Infringement of University's Names or Marks etc.
Student Organizations are prohibited from the unauthorized use of the name, abbreviation, trademarks or wordmarks, including the Pegasus, monograms, seal, or other graphic identity symbols. The phrases "UCF" or "University of Central Florida" or some form thereof cannot precede the title of the organization.

16. Compliance with the Directions or Requests of University Officials
Student organization officers and members shall comply with all directions or requests of University officials, University police officers, etc. in a timely manner.

J. Student Organization Conduct Review Process
1. Violation Reports Alleged violations of the UCF Rules of Conduct shall be reported in writing to the Director of the OSRR or designee. The written complaint of violation of the Student Organization Guidelines shall be made no later than one year following discovery of the alleged violation. After hearing a case involving individual students, a student hearing panel deems that the offense was an act of physical assault, and the Director of the OSRR or designee shall make appropriate inquiries into the circumstances of the case to determine one of the following dispositions:
- Case dismissal
- Administrative action
- Mediation
- Informal disposition
- Formal disposition

The chief officer of the student organization or another member designated by a majority of the voting members of the organization is the sole representative of an organization when the organization is charged with a violation. This person will be sent all notices and will appear at all hearings to represent the organization. A lawyer cannot be designated as the organization's representative for purposes of these guidelines. A lawyer can only be an advisor to the organization or its representatives.
a. Case Dismissal
The Director of OSRR or designee may dismiss a case if it is found to not have sufficient facts or evidence to substantiate the claim of misconduct or the misconduct is not a violation of the conduct regulations.

b. Administrative Action Organizational Suspension
In unusual cases, which dictate a decision for the welfare of any individual, the student body, or any part of the University or its community, the Director of OSRR or designee may take immediate and summary action to resolve the situation. This summary action may include any of the disciplinary sanctions (warning, restrictions, probation, suspension, or removal) or any lesser sanction that the Director of OSRR or designee determines necessary to protect the interests of any or all concerned. Such action is subject to review within ten (10) days by the Vice President for Student Development and Enrollment Services or designee. In the instance of organizational suspension or removal, there will be a scheduling of a hearing within ten (10) days to determine the status of the organizational suspension or removal. Sanctions taken through administrative action shall remain in effect until the final disposition of formal charges resulting from the circumstances of the case, unless the Vice President for Student Development and Enrollment Services or designee shall decide otherwise.

c. Mediation
Depending on the nature and severity of the alleged violation, the Director of OSRR or designee may refer the case to the Dispute Resolution Services Office for mediation as an alternative to disciplinary action. Mediation is a confidential process whereby two or more parties voluntarily meet with an impartial mediator to communicate their concerns and needs to each other and to reach their own agreement on the resolution of the case. The organizational participants in mediation are responsible for keeping their agreement or renegotiating it, if necessary. In the event that the organizations do not reach a full and final resolution, the case will be referred back to the Director of the OSRR or designee for disciplinary action.

d. Informal Disposition
At the discretion of the Director of OSRR or designee, violations found not to warrant formal disposition may be referred to an appropriate forum for proper disposition and/or set by one or more of the following outcomes: problem resolution; community service; or other educational sanctions.

e. Formal Disposition
If an alleged violation of the Student Organization Guidelines and/or regulations is not handled through other appropriate channels, is not resolved by informal, the Director of OSRR or designee shall present in writing formal charges to the student organization.

This written notification shall include:

1. The name of the organization, the chief student officer, name, and address as well as the name and address of advisor(s).
2. Brief description of the alleged violation including date(s), time(s), and place(s) known at the time formal charges are prepared.
3. Names of potential witnesses known at the time formal charges are prepared.
4. A description of any written or physical evidence known at the time charges are prepared.

An invitation to attend an information session during which the organization's representatives will receive instructions regarding the conduct review process and the organization's rights, confirmation of the forum in which the case will be heard, and an opportunity to inspect and/or copy the evidence known at the time charges are prepared that likelihood will be considered at the hearing. The charged student organization may request a hearing before a panel of the Student Organization Conduct Board or before an Administrative Hearing Officer appointed by the Vice President for Student Development and Enrollment Services or designee.

f. Student Organization Hearing Board
The Student Organization Hearing Board shall consist of twenty (20) persons appointed by the Office of Student Rights and Responsibilities. The Student Organization Hearing Board shall consist of not less than five (5) faculty members and/or five (5) administrative staff members representing each administrative division of the University. The Board shall serve annual terms beginning and ending in August of each academic year. When a vacancy occurs, the Director of the Office of Student Rights and Responsibilities shall make new appointments to fill unexpired terms. Whenever the number of board members available to serve in a particular disciplinary hearing is reduced, the Director of the Office of Student Rights and Responsibilities or designee may appoint additional members on an ad hoc basis.

2. Conduct of Hearings
The following is furnished as a guide to the sequence of events in a hearing:

a. Reading of charges.

b. Presentation of evidence against the charged student organization.

c. Presentation of evidence in defense of the charged student organization.

d. Deliberation (in executive session).

e. Announcement of the decision.

3. Case Record
The case record shall consist of the following items:

a. A copy of the formal charges in writing.

b. A video tape recording of the hearing.

c. All staff memos and/or data submitted.

d. All items of physical evidence submitted, provided such items are not returned to a rightful owner.

e. The case record shall consist of the following items:

f. The Director of OSRR's decision.

4. Student Organization Rights
During the Conduct Review Process
The following rights shall be afforded to each charged student organization, before the commencement of any formal disciplinary hearing:

1. All parties shall be afforded a reasonable written notice, at least five (5) calendar days before the hearing. A letter sent to the chief student officer and advisor(s) of the charged student organization at the address listed shall constitute notice.

2. The organization shall not be forced to present self-incriminating evidence; however, the University is not required to postpone disciplinary proceedings pending the outcome of a civil or criminal prosecution.

3. All hearings shall be conducted on the basis that the charged student organization is not in violation until the preponderance of evidence proves otherwise.

4. The organization's representative(s) may inspect any evidence presented in support of the charges. Evidence may be presented in defense of the group.

5. The organization’s representative(s) must be notified of their rights not to present evidence.

6. The organization shall not be forced to present self-incriminating evidence; however, the University is not required to postpone disciplinary proceedings pending the outcome of any civil or criminal prosecution.

7. The decision of "in violation" or "not in violation" on the charges shall be based solely on the evidence presented at the hearing.

8. The results of any formal under social probation may gather at regularly scheduled business meetings. The organization will not be able to update its registration until such time that it appears before a hearing panel.

Written notice shall include:

a. A statement of the time, place, and nature of the proceeding.

b. A statement of the nature of the case and of the forum under which it is to be heard.

c. A brief statement of the behavior of the accused organization that serves as the basis for the violation(s) being charged.
1. Recommendation for Charter Revocation: An official request to a national office that the local chapter's charter be revoked.

2. Revocation of UCF Registration: Permanent severance of the organization's relationship with UCF.

3. Suspension of UCF Registration: Temporary severance of the organization's relationship with UCF for a specific period of time. The period of time and any requirements that must be satisfied before re-registration must be specified in the decision of the hearing panel.

4. Probation: Temporary restrictions of certain activities on the part of the organization as defined by the hearing panel and/or an officially sanctioned status of the organization whereas further violations of UCF policy could result in suspension, revocation of registration, etc.

5. Warning: An official warning that the organization's behavior is in violation of UCF policies, and that if the organization is subsequently found in violation of this policy, subsequent action may be more severe.

6. Restitution: Reimbursement for a loss caused by the organization's actions.

7. Community Service: Assignment to work a specific number of hours at a community service agency or project.

8. Mediation: Official mediation between the organization and any offended parties.

9. Restrictions: Restriction of some or all of the organization's activities, privileges, including, but not limited to, social activities, intramural competition, organizational activities, Homecoming, etc.

10. Organizational Suspension (see Administrative Action). Note: disposition of administrative action may be extended in cases involving student organizations.

11. Required Educational Programs: Alcohol awareness programs, risk management programs, etc. for a specified percentage of organizational membership.

12. Multipe Appeals within the Student Organization Conduct Review Process

Student organizations found in violation of this policy may appeal finding and sanction(s) imposed as result thereof based on one or more of the following:

1. Irregularities in fairness and stated procedures of the hearing that could have affected the outcome of the hearing.

2. Discovery of new and significant evidence that could have affected the outcome of the hearing and that was not known or could not reasonably been discovered and/or presented at the time of the initial hearing.

3. The sanctions are extraordinarily disproportionate to the violation(s). The appeal must be made in writing to the Associate Vice President for Campus Life within seven (7) calendar days after the date of notification to the student organization of the disciplinary decision. The Associate Vice President for Campus Life shall first determine if sufficient grounds for appeal exist and then, if so, may either deny the appeal (thus sustaining the initial decision and sanction(s)) or remand the case to the original hearing forum for reconsideration.

Further administrative appeal may be made in writing by the student organization to the Vice President for Student Development and Enrollment Services.

13. Activities in excess of 150 persons.

14. Examples of prohibited events include entertainment activities similar to the following, but are not limited to:

(a) Demonstrational destructiveness such as car-bashing;

(b) Failure to comply with any of these procedures;

(c) Inadequate arrangements for presentation of the program, including finances;

(d) The proposed event constitutes a clear and present danger to the University by advocacy or promotion of disruptive conduct described in the policy; the event may be made in writing to the Vice President for Student Development and Enrollment Services.

15. Required Approvals

(a) Active registered student organizations must secure the required approvals at least 10 calendar days in advance of a proposed event. Event applications must be submitted to the appropriate departments for authorization.

(b) Applications for approval shall be made in writing to the University's Office of Student Activities. The Office of Student Activities will assist active registered student organizations in obtaining required approvals by contacting any of the following University officials for their information and approval:

1. Director of Environmental Health and Safety

2. Director of Physical Plant

3. Risk Manager

4. Director of Student Union and Recreation and Wellness Center

5. Director of Public Safety and Police

6. Applicant's Responsibilities

In addition to securing University approval to conduct the event, applicants shall be responsible for ensuring that:

(a) The event is conducted as described in the approved application including any requirements therein for safety, security, clean-up, extra security, etc.:

(b) All restrictions and regulations, such as amplified sound, contracts, admissions fees, advertising, and solicitation, are observed

7. University Assistance

If facilities and personnel are available, the University may be able to assist applicants by providing security, clean-up crews, etc. at cost. However, there is no assurance that such assistance will be available for any specific event.

8. Insurance Requirements

(a) Registered events, depending on the nature of the event, must be covered by liability insurance in amounts appropriate for the event as determined by the University.

(b) University departments acting as applicants shall contact the University's insurance office to determine if the current UCF liability insurance coverage...
provides the required protection or if a special rider must be obtained. Cost of such a rider shall be charged to the applying department's account.

c. All other applicants must furnish at their own cost appropriate proof of adequate insurance from a surety firm licensed to do business in the State of Florida by the Florida Department of Insurance.

9. Cancellations and Terminations
a. Application or approval for conducting a registered event may be cancelled by either the applicant or the University upon giving written notice to the other party

b. Any registered event may be terminated during the event by the Office of Student Activities and/or the Police Department if it is determined that the event is not in strict accordance with the terms of the approved application, or in the event of disruptive or unsafe situations. Written notice shall be provided outlining the reasons for termination within one week of the event to the hosting party.

B. Potentially Hazardous Events
1. Scope
a. This rule applies to the holding of potentially hazardous events on University-controlled property. Exempted from this rule are official University events which are scheduled annually in University publications (classes, orientation, registration, etc).

b. A potentially hazardous event is defined as any activity that may result in some degree of harm to persons or in damage to public or private property. Examples include, but are not limited to: bonfires; use of firearms, explosives or munitions; fireworks; helicopter or other aircraft landings; low level aircraft demonstrations or fly-bys; motor vehicle races; gatherings in excess of 150 persons, including campus athletic events, which are not registered according to University policies. Active registered student organizations may sponsor a registered event with these elements according to the Registered Event procedure.

2. Required Approvals
a. Except as otherwise provided in (1)(a) above, any University or non-University person or organization must secure approval in advance before conducting or publicly announcing the intent to conduct a potentially hazardous event on University-controlled property. In the case of a University person, concurrence of the individual's supervisor is required in advance. When a student organization requests such an approval, the staff advisor to the student organization must concur with the request.

b. Applications for approval shall be made in writing to the University Director of Public Safety and Police or designee, on a University approved form at least fifteen (15) calendar days in advance of the proposed event, unless this time limit is waived by the Director. The Director of Public Safety and Police or designee will, upon request, furnish the applicant with blank copies of this form. Each application shall be accompanied by proof of insurance as stated in number 5 below.

c. The Director of Public Safety and Police will circulate applications received to the following University officials for their information and approval and will advise the applicant of the University's approval or disapproval:

1. Director of Environmental Health and Safety
2. Director of Physical Plant
3. Director of Student Union and Recreation and Wellness Center
4. Risk Manager

3. Applicant's Responsibilities
In addition to securing University approval to conduct the event, applicants shall be responsible for ensuring that:

a. The event is conducted as described in the approved application including any requirement therein for clean-up crews, extra security, etc.

b. All restrictions placed on the event by the University are followed.

4. University Assistance
If facilities and personnel are available, the University may be able to assist applicants by providing security, clean-up crews, etc. at no cost. However, there is no assurance that such assistance will be available for any specific event.

5. Insurance Requirements
a. All potentially hazardous events must be covered by liability insurance in amounts appropriate for the event as determined by the University.

b. University departments acting as applicants shall contact the University's insurance office to determine if the current UCF liability coverage provides the required protection or if a special rider must be obtained. Cost of such rider shall be charged to the applying department's account.

c. All other applicants must furnish at their own cost appropriate proof of adequate insurance from a surety firm licensed to do business in the State of Florida by the Department of Insurance. Specific Authority 120.351(1)(a), 240.227(1) FS. Law Implement ed 120.351(1)(a), 240.227(10), 253.02 FS. History—New 5-28-85, Formerly 6C7-4.292, Amended 12-22-86 7-27-92. Amended 1996.

6. Cancellations and Terminations
Application or approval for conducting a potentially hazardous event may be cancelled by either the applicant or the University upon giving written notice to the other party. Any event may be terminated at any stage by the Director of Public Safety and Police or his/her designee if that official determines that the event is not being conducted in strict accordance with the terms of the approved application, or in the event of disruptive or unsafe conditions. Written notice shall be provided outlining the reasons for termination within one week of the event to the hosting party.

C. Loud Speakers and Sound Equipment
Active registered organizations must secure in writing permission to use amplified sound on the Orlando campus (including Research Pavilion) for the purpose of engaging in any activity to benefit either their own organization directly or a program that their organization may sponsor, as follows:

1. Student Union and inside the Pegasus Circle - Director of the Student Union and Recreation and Wellness Center or designee (see Student Union Amplified Sound Policy);

2. Outdoor area immediately adjacent to any building - officially designated building manager for that facility;

3. Other outdoor open spaces on the campus - designated sponsors, i.e., Lake Claire - Director of Student Union and Recreation and Wellness Center;

4. Inside any building - officially designated building manager for that facility. Permission by active registered student organizations to use any space on each area campus or its host institution's campus for the purpose of such fundraising must be secured in writing in advance from the Director of Campus Life on each area campus. All registered student events must be in compliance with local, state, and federal law.

D. Admission Fees
Student or registered student organizations wishing to charge admission to an event must receive prior approval from the Office of Student Activities. No admission fees may be charged to students for activity and service fee funded events pursuant to applicable Florida statutes.

E. Contracts
No student is permitted to represent the University as a signatory on contracts.

F. Student Organization Contests, Campaigns, or Petitions
Any registered student organization sponsoring a fundraising campaign, contest, competition or petition must register with the Office of Student Activities. This does not pertain to Student Government Association elections.

G. Free Assembly Areas
1. University buildings and grounds may be scheduled for political activity and other exercises of free speech and assembly in areas specifically designated for that purpose by the President or his/her designee. Such use must be on a noninterference basis with the conduct of classes or other normal activities of the University. Determinations of what constitutes interference shall be made by the University President or designee in the best interests of the University.

2. In the absence of specific designation made pursuant to (1) above and subject to other regulations of the University regarding the assembly of large numbers of people, the use of sound amplification equipment, and maintenance of free access to all University facilities, four areas shall be deemed free assembly areas for the conduct of political activity and other exercises of free speech:

a. The grass area between the Information Kiosk and the Math and Physics Buildings as bounded by Apollo Circle and the sidewalks leading to the southwest entrance of the Math and Physics Building.

b. The brick mall area between the John T. Washington Center and the Student Union
• Signs can only be placed in locations designated on the UCF Signage Location Map.

• Any signs in violation of any of the above stated regulations will be removed by Physical Plant and a $50.00 per sign charge levied. The sign will be released after the fine has been paid at the “Cashiers” office and credited to Account # 2421000, object code #490000.

These posting rules do not apply to Student Government elections.

1. Solicitation on Campus

1. General Policy

All business entities and all natural and legal persons (hereinafter referred to as “Vendor(s)”) wishing to solicit business or otherwise engage in any form of commerce on the main campus of the University of Central Florida ("UCF") must coordinate such activities through UCF’s Director of Student Union and Recreation and Wellness Center or designee. The conduct of all such activities shall be confined to that area of campus situated within the boundaries of Pegasus Circle from Centaurus Drive to Aquarius Agora Drive.

Vendors wishing to utilize the free speech area must secure permission from the Director of Student Leadership Programs or designee.

2. Procedure

Vendors must comply with the following guidelines to reserve and allocate space for the conduct of solicitation:

Market Day Guidelines

a. Contact UCF’s Student Union Event Services to request space. Space is limited. Reservations must be made in advance at UCF’s Student Union Office, Room 312. All fees for the reservation of space must be paid at the time of the reservation is made. (See Student Union Event Services for current fee schedule.) UCF reserves the right to require any Vendor to submit proof of insurance coverage for comprehensive and general liability insurance in amounts deemed acceptable by UCF.

b. Placement of Vendors within the bounds of Pegasus Circle will be at the sole discretion of UCF’s Student Union Event Services staff.

c. Vending space will be clearly designated for Vendors upon arrival at set up time. Displays may not extend beyond the allotted space.

d. UCF’s Student Union reserves the right to restrict the participation of any Vendor or Vendors.

e. If a Vendor is not set up by 10:00 a.m., UCF may, but is not obligated to, remove the Vendor’s equipment, if any, and will consider such Vendor NO SHOW. This information will be noted in Vendor’s file and could impact future reservations.

f. The market will end promptly at 5:30 p.m. UCF’s Student Union patio will be open to load merchandise and equipment from 5:00 p.m. - 6:00 p.m. Vendors must completely vacate UCF’s Student Union patio by 6:00 p.m.

g. In case of inclement weather, the market may be canceled at the sole discretion of Student Union staff. If the market is canceled, reservations fees will be refunded to UCF’s Vendors who paid the fees. No prorated refunds will be issued if the market is held and inclement weather occurs during the day.

h. Vendors are to purchase a parking pass on the days they will vend on campus. Parking is available in Lot 5:00 after the vendor unloads the materials and merchandise at UCF’s Student Union.

i. UCF is not responsible for any loss, theft, or damage to Vendors’ equipment or goods. Vendors are responsible for the security of their property.

j. Vendors must adhere to the requirements established by UCF’s Student Union for the safety of the event and any rules as may be mandated by UCF’s Department of Environmental Health and Safety.

k. UCF shall not tolerate the planting of tables, displays, tents, or other activities for solicitation purposes outside of Pegasus Circle. UCF’s Police will be responsible for monitoring all such activities outside of Pegasus Circle. Those violating this policy will be instructed to leave immediately and may be issued a no trespassing warning by UCF Police.

3. Campus Locations for Solicitation

Posters materials should not be fastened to or hung from shrubbery or trees; drawn, taped, painted or otherwise displayed on sidewalks, walls, glass and painted surfaces, or building exteriors. No holes may be dug into the ground (except for wood stakes) nor nails or tacks hammered into trees.

Solicitors and tradesmen, including students, faculty and other University personnel, are prohibited from conducting business transactions with individuals or organizations on campus unless a permit has been issued. Permits to conduct such business with students and student organizations may be issued by the Director of the Student Union, Recreation and Wellness Center, for all others by the Director of Business Services.

4. Exception to Policy

Officially registered, active student organizations of UCF desiring an exception to the above policy must secure, in advance, the written permission of the Director of the Student Union, Recreation and Wellness Center or other individual listed below to use, free of charge, space on UCF property to conduct a solicitation to benefit only the student organization. No person or entity outside of the student organization shall participate in the solicitation or receive any financial or other benefit or thing of value from the solicitation. Examples of such solicitations include but are not limited to, bake sales and similar fundraising activities, distribution of literature, speakers, giveaways, promotions, or signing of petitions.

On UCF’s main campus, permission must be secured as follows:

a. Student Union and inside the Pegasus Circle, Recreation and Wellness Center, Recreation and Intramural Sports areas, Student Resource Center Auditorium area, Wired Café, Student Resource Center Courtyards — from the Director of the Student Union and Recreation and Wellness Center or designee.

b. Residence Halls and outside areas immediately adjacent thereto — from the Director of Housing or designee.

c. Greek Park area and other open spaces on campus (including free speech areas) — from the Director of Student Leadership Programs or designee.

d. UCF Arena and areas immediately adjacent thereto — from the Director of the UCF Arena or designee.

e. Inside any other building or outside areas immediately adjacent thereto — from the officially designated building manager of that facility or designee (identification of the building manager for a particular facility may be obtained from the Office of the Vice President for Administration and Finance.

On the area campuses or their host institutions, permission to use space to conduct solicitations must be secured from the Director of Campus Life on that area campus and, as may be required, from the appropriate official of that host institution.

Failure of officially registered, active student organizations to comply with this solicitation policy and procedure may result in student disciplinary action taken against such organizations, including the loss of the privilege to engage in solicitations on UCF property, the loss of the privilege to register as a student organization, as well as other disciplinary action.

5. Responsibility

The Associate Vice President for Campus Life or designee shall be responsible for implementing this policy.

17. In-line Skating, Skateboarding, and Scooters Procedure

A. Each building of the University will have properly posted signs prohibiting in-line skating, skateboarding, and scooters within or adjacent to building structures. The building manager is responsible for posting the signs with the assistance of the Physical Plant.

B. Any staff or faculty member shall discourage anyone from in-line skating, skateboarding, or using scooters within the confines of each building or adjacent to the property, the disruptive individual will be referred to the Division of Student Development and Enrollment Services or Human Resources as applicable. In the case of a person not affiliated with the University, University Police will issue a Trespass Warning according to policy. The University Police will assist the reporting party as necessary.

C. This procedure applies to all hallways within University buildings and stairways and entrances adjacent to the exterior of each building.

D. In-line skating, skateboarding, and scooters are prohibited on the roadways.

E. The University Police Department is responsible for enforcing this procedure.

F. Scooters used by persons with disabilities to aid in their mobility are exempt from this policy.

18. Student Communication Responsibility Policy

To communicate in a more expedient manner, UCF uses e-mail as the primary means of notifying students of important university business and information dealing with registration deadlines, financial assistance, scholarships, tuition and fees, etc.

To avoid missing important communications from the university, students must ensure that the university has an up-to-date “preferred” e-mail address, as well as both a permanent and mailing (local) address.

It is critical that students maintain and regularly check their “preferred” e-mail account for official announcements and notifications. Communications mailed to a student’s “preferred” e-mail address are considered official notice. The university does not accept responsibility if official communication fails to reach a student who has not notified the university of a change of e-mail or mailing address.

Please ensure that your e-mail address, as well as your permanent and mailing (local) address and telephone number are current with the university at all times.

Students can update their contact information on the web at: https://connect.ucf.edu

Office of Student Rights and Responsibilities

UCF Student Resource Center, Room 155
407-823-6960