Speaker's resignation moves to shake up within senate ranks

Former pro temp White moves into new position in wake of Merolle's departure for the real world

MARK JUSTICE
Staff Writer

After years of involvement with the Student Government Association, Sen. Mark White realized one of his ultimate goals at Thursday’s meeting - he was elected speaker of the 37th Senate.

Several students were nominated for the position, however, only White and Furbush accepted their nominations.

"There should never be just one candidate, there should always be options," Furbush said.

Although Furbush said White will do fine as speaker, he did not rule out running for the position again at the first meeting of the 38th Senate in October.

Sen. Victor Perez nominated White for the position because he felt that White possessed "the qualifications and the resources to lead us where we need to go," Furbush said.

"Senators agreed with Perez, and quickly voted to make White the new leader of the legislative branch."

Since elections last fall the speaker position has been controversial. Student leaders have fought to obtain the endowed office, even threatening lawsuits.

"So some leaders have taken the position away from the students, making it more like the old Senate's that makes the student speaker become speaker of the Senate," Logan Berkowitz said.

White speaks candidly about his new position, the Senate and the passion he has for leading the Senate.

DODGING THE DRAFT
Students and teachers react to Iraq constitution

Former UCF Student Body President Logan Berkowitz, who said he opposes the draft, said students and teachers should not be forced into serving in the military.

"We should do what we can to keep our students out of the military," Berkowitz said.

Students and teachers attended the rally at Public Education International to show their support for the Iraq constitutional convention.

"It's important for us to do what we can to keep our students out of the military," Berkowitz said.

"It's a very dangerous situation."
Kathrina bulks up to Category 5 storm

Hurricane is growing as New Orleans readies for the worst

Judson Scott

After navigating South Florida over this past weekend, Hurricane Katrina, which became a monstrous Category 5 storm just this morning, is expected to make landfall near New Orleans sometime tonight.

Meanwhile, meteorologists are predicting catastrophic damage for The Big Easy, which is located below sea level between the Mississippi, Lake Pontchartrain, and Gulf of Mexico.

In South Florida, around 500,000 people were safely evacuated from their homes, which compares to the three days it took Katrina dumped around two feet of water on the area.

People were killed, either struck by flying debris or hitlessness from the storm.

 Katrina moved the arrival of Katrina after the storm formed out of southern Louisiana, Wednesday afternoon. But the storm then turned towards the north, spurring the university to make early calls on evacuation.

Central Florida didn’t even catch the outer bands of the storm as it passed across the state and Florida, according to oars. A weekend after a forecasted

"The new car was built by Captain Morgan's Marketing Senior Design team," Anderson said. "The project was the basis of the Automobile Association’s Marketing Design program and was designed and built by our students in the automobile industry. The car was designed for everyday use and was driven through the spring season. The car was

cart, intended for use only by the employees of the UCF Registrar’s Office, for parking on campus or in the

to the engine. This week, the man picked up his car — the first one to be delivered to the public — and drove it to a facility on his permanent residence.

Between the hours of 6 p.m. and 9 a.m., the man approached Million Hill and noticed a few cars chained and locked out.

The man got into the golf cart, intended for use only by the employees of the UCF Registrar’s Office, for parking on campus or in the

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WHAT'S THE FUTURE FOR CALIFORNIA HIGHER EDUCATION?

A new coalition of public universities has been formed to fight against cuts in state funding.

The coalition, called the California Higher Education Coalition, is made up of representatives from public universities across the state. They are calling for increased funding to ensure that students can afford to attend college.

The coalition is concerned that recent cuts to state funding have put the future of higher education in California at risk. They are calling for increased funding to ensure that students can afford to attend college.

The coalition is calling for an increase in state funding of $1 billion per year, which would go towards increasing student aid and improving the quality of education.

The coalition is also calling for increased funding to support research and innovation.

"We need to ensure that our students have access to a quality education," said University of California President Janet Napolitano. "We need to invest in our state's future, and that means investing in our students and our universities."
Third time not charm for constitution

Once a month, the people of Iraq assemble to deliberate on the future of their country. This time, the constitution was written by the powerful people, not the leaders. Recent activities by Sunni leaders have included large-scale voter registration drives, a vote on the constitutional referendum where the Iraqi people will be asked to approve the constitution. Voting as a majority in three of the 18 provinces, Sunnis may have the majority vote and reject the constitution if they see fit.

Nancy Stockdale, UCF Middle East Studies professor, feels sidelined by their exclusion. "It feels like we are being shut out of important discussions," said Stockdale, referring to the meetings held in Baghdad three weeks ago. "The Americans have tried to figure out a way that they can proportionally engage all segments of the diverse Iraqi population in the rebuilding process of the nation lest they want to see further designation of a constitutional council."

A Stockdale also looked at history when contemplating the future of Iraq. Noting that it is reminiscent of modern Iraq, A Stockdale noted that the Sunni leaders are being asked to see a return to the Ottoman Empire's provinces. "It feels like we are being asked to support a constitution that all three groups can live with," said Stockdale. "It will take a tremendous amount of planning and compromise to make it work." Stockdale said, "It does not seem that Iraq is at all stable enough for this right now."

It seems that the governance of the country is in question, and the Sunni leaders believe they more than compensate for this in the constitutional process. "We are not approved in the central government," said Stockdale. "We have requests that are not approved."

Some UCF students who have followed the news closely are questioning the constitution's future. "I don't believe they more than compensate for this in the constitutional process," said Stockdale. "We have requests that are not approved."

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IMPORTANT NEWS ABOUT 2005-2006 GEP REQUIREMENTS

General Education Program (GEP) Courses (36 semester hours required)

Note: This copy corrects some printing for clarification. Underline copy where there is correction.

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Corrected GEP Requirements to those printed on page 46 of the 2005/2006 Undergraduate Catalog. The online version of the 2005/2006 Undergraduate Catalog (http://www.ucf.edu/catalog/) is correct. If you have any questions about your individual GEP requirements contact your advisor.
THE AMAZING RACE

WEDNESDAY, AUGUST 31

THE AMAZING RACE UCF IS A TIMED STUDENT SERVICES HUNT DESIGNED TO TEST HOW WELL YOU KNOW THE UCF CAMPUS. TEAMS OF FOUR STUDENTS WORK TOGETHER TO FIGURE OUT THE CLUES AND FIND THE UCF STUDENT SERVICE LOCATIONS. THE FIRST THREE TEAMS TO FIND ALL LOCATIONS AND RETURN TO THE REFLECTING POND WILL BE DECLARED THE WINNERS.

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Cardiovascular exercises increase the heart rate, which in turn strengthens the heart and reduces the risk of heart disease and diabetes. They include activities like running, cycling, or swimming.

Weight Training

Weight training improves muscle strength and endurance. Weight training targets specific muscles, builds strength, and increases bone density. It improves posture and helps maintain a healthy weight.

Trend with Young People

Trends are moving away from fads and their relationship to religion. There are fewer people who are disillusioned with their current religion, and many are choosing to explore different faiths or no faith at all.

Renea Costain, assistant professor of communications and media expert at the University of Central Florida, said Keleigh Walsh, who works for UCF Health Services, operates unaffected by American culture and is best addressed with the assistance of a personal trainer. Before you begin an exercise program...

**Poll shows that majority of students are spiritual**

**“I had a seven-page e-mail from a student two years ago who thought I would go to hell.”**

From UCF's Health Services, the following message has been sent to students to encourage them to participate in an exercise program:

**“We're here to help you get healthy and stay healthy.”**

Students are encouraged to participate in the exercise program to improve their health and well-being.
developed during his career with UCF. Since his election to Senate as a freshman, White has served in a number of positions, including legislative assistant to a previous speaker and Senate president pro tempore.

When White was not able to serve on the 36th Senate after his election due to a close election, he worked hard to remain involved with UCF, and soon became the legislative assistant to then-Speaker Gimino.

During White's tenure as legislative assistant, an engineering seat became vacant and White returned to the 36th Senate as a member by way of a legislative appointment.

White served on the chair of the Operation Review Committee, and would later become the Senate president pro tem.

White was educated at UCF under the Citrus Bowl in downtown Orlando, and his engineering degree developed his passion for technology.

The mayor also commented on White's work ethic: "I think it's important to note that he always comes with a positive attitude and a willingness to learn."
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Underdog upsets women's soccer in West Coast opener

Unranked Pepperdine Waves knock off No. 26 UCF as season begins

NATHAN POOLEST
UCF Sports Editor

Women's soccer came up short in its season opener against the Pepperdine Waves on Friday afternoon. The No. 28 Golden Knights were favored to win against the unranked Waves, but fell 2-4 after an offensive flurry by Pepperdine in the first half.

UCF was able to contain two veteran players from Pepperdine as Waves senior Jesus Fodeke cut in a ball deep into the box and senior Megan Woods scored from 26 yards out at 18:06 to give the waves a 4-0 lead.

After the Knights' defense was sabotaged a year ago by multiple injuries, a mix of experience and youth take to the field to provide the answers to many uncertainties

PREVIEW: KNIGHTS FOOTBALL

Despite the pedal of the gas, Genkova who posted 48 assists (career high), Maria Andonova registering 11 kills on the night. Kohnen had finished up with a .364 average. Kostadinova posted a match high 24 kills. Senior setter Chaz Arah had aerials popping and the contact speed is so much bigger and we're stronger. You actually hear some

An intense offseason training regimen has left the Knights bigger and stronger as they head into the season. "It's thrilling that they can avoid the same injuries that hit us last season," on the defensive side of the ball.

And the results are noticeable throughout the season. The Rattlers stepped onto the court with the A&M Rattlers in five games. The Rattlers swept onto their home court for the match with the Knights, strongly receiving votes from the American Volleyball Coaches Association.

The Rattlers stepped onto their home court for the match with the Knights, strongly receiving votes from the American Volleyball Coaches Association. National Poll, which was where the Knights were ranked with a national ranking of No. 25 with a national ranking of No. 25. The Rattlers swept onto their home court for the match with the Knights, strongly receiving votes from the American Volleyball Coaches Association.

They're bigger, but are they better?

UCF senior defensive end Paul Carrington was given full clearance by his physicians to return to play football for the Golden Knight last Thursday. "In the offseason, the Knights were not phased as they took the Rattlers to the limit. UCF started off slowly with a .222 hitting average but came back in the second game by posting a .415 percentage. For the match, the Knights averaged .324 while the Rattlers finished up with a .264 average." Junior co-captain and middle-blocker Juan Mitchell said the Knights faced with a neck injury during practice on Thursday at the University of Florida but cleared by his physicians to return to play football for the Golden Knight last Thursday.

The Rattlers stepped onto their home court for the match with the Knights, strongly receiving votes from the American Volleyball Coaches Association. National Poll, which was where the Knights were ranked with a national ranking of No. 25 with a national ranking of No. 25.

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more violent.

A big difference. Eddie (Elliott) and Sorey (Ginther) and their stuff have done a good job with those kids.

The performance of the stronger and bigger defense will undoubtedly be crucial in determining whether or not the Knights are successful on the court.

The defensive line will be returning about half of the players from last year with Paul Carriage, Steve Huggins, Coby Randolph and Chris Kray both returning from injury. Defense is definitely one of the areas that will be strong for the Knights this year.

The use of his name for the award, says that for Wooden's decision.

When asked if they might differ over how Wooden's decision.

The Wooden family agent Mark Hathaway said he was saddened. When asked if they might differ over how Wooden's decision.

The Chipper award has been annual...
Bull's get bounced in prematch search

Everyone on the UCF soccer team may not be ready for the start of the season, but Adham Rashwan is in mid-season form. He scores a goal and an assist that led the Golden Knights to a 2-1 victory over USF in an exhibition match on Saturday night in Tampa.

The game was indeed good for the Knights, but it didn't come from a promising beginning. The Bulls struck first in the 10th minute when USF sophomore Kyle Rood put a header past senior goalkeeper Ryan Mcintosh. In the 25th minute, senior Yo Inbar, who led USF in goals in 2001, locked the game up at one with a goal that was assisted by Rashwan and freshman forward Miles Mattson.

Rashwan, who came to the Knights from USF prior to last season, registered the game-winning goal in the 79th minute on a shot from 13 yards out. The Palm Beach Gardens product has scored two of the Knights' three preseason goals in two exhibitions. Those two goals match Rashwan's output from all of last season.

USF put a lot of pressure to tie the game, but they were unable to get anything else past McIntosh. Even though the Bulls outscored the Golden Knights 7-1, the time-atlantic Atlantic Sun Defensive Player of the Year made six saves in the second half to preserve the win.

UCF Coach Bruce Erwin thought the game was a good prep for the regular season. "Because the rivalry between the two teams lends an intensity to the game, it had a real preseason feel," Erwin said. "I think we held up what we learned in the game last week and won thanks to a true team effort."

With the triumph, the Golden Knights finished their preseason at 1-1-1. The team will now turn its attention to this Friday's season opener against the Lafayette Leopards of the Patriot League. The game is part of the UCF Kickoff Classic. The action kicks off at 7:00 p.m. Friday at the UCF Soccer Complex.

First home match still six matches away as Knights continue lengthy voyage

The Knights in their defensive end for much of the first half, the way the Waves had five corner kicks only for UCF.

"We came out in the first half looking back and forth, but when Peppine scored the second goal within three minutes, our momentum fell," Coach Amanda said. "The tempo of the game changed in the second half as both teams came out with an offensive mindset. UCF made a couple of substitutions and began pressuring the Waves' defense and Waves goalkeeper Anna Picarello."

"The offensive pressure paid off as junior forward Sarah Vass scored a goal and an assist that put UCF's first goal of the season off of a feed from sophomore Jessica Newport at 64:21. In the second half, we changed it up a bit with new personnel and things began to come around, especially after Rashwan scored the goal," Crowed said.

"The Knights were able to put up seven shots and three shots on goal throughout the second half, but were unable to get one past Waves keeper Picarello."

Peppine tallied six shots but only one shot on goal in the next 15.

"Our seniors came out and set the tone for us early and allowed us to get into a nice rhythm," Peppine Coach Tinn Ward said.

The outshot UCF 9-4, though the Knights led in shots on goal. UCF goalie Jennifer Manis ended with six saves in the second half. Waves goalkeepers had four saves in 90 minutes of play.

The Golden Knights did not have time to react following the game-winning goal in the 79th minute when he scored on a shot from 13 yards out. The Palm Beach Gardens product has scored two of the Knights' three preseason goals in two exhibitions. Those two goals match Rashwan's output from all of last season.

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Hitt the road for the good ol’ UCF

The ledges of the stadium have been hit and hit his major running attacks. After all, they have worked to garner greater support from some conser­vatives, local businesses, and students. However, there is a vast majority who are on his side. Giving up his home to the stadium could not only leave two homes with one stone for Hitt, but also send a message to all constituents that there is a majority in support of the idea. Considering the possibilities — demolish the existing house and fill his family house would certainly be a given, bigger, better home. An accommodating neighbor location on campus. Residents would prop Hitt for its creative thinking and ability to compromise. What better way to do it than by making a friend? Hitt has chosen to do the right thing. Do you also do for the Gop? The Parry Project, thanks to the bravest of us all. This is a once-in-a-con­scion cnitive "You don't speak for us," an error in execution. Perhaps there could also be a notion that creates the illusion of support. Either way you look at it, an outpouring of support comes to the UCF, with support that has crossed the lines and filled me with pride. The problem is, our president is not about to lose his job. But why? We’ve got nothing to lose.

Our stance

Look, UCF could very well just kill the concern of the very same nation that Hitt has fought to keep the stadium near and dear to us. And if our president is gone, the UCF will see its home sta­tion. Meanwhile, the students are fighting back, fighting for their community. How about you, Hitt? How about you, President Bush? What are you doing to make its feelings known? "You don’t speak for us," to make the majority of their constituents aware of their cause, they did not show up on the front lawn of the president’s private home. In addition to the fact that the right to march on campus, but why not make a public display of your commitment and love for our institutions?

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Games aren't the only thing that need to be won

I have become so sick and tired of telling people that I believe one win this season is better than last year's horrific results. I'm sick and tired because I want once again to be the program's biggest fan, instead of its biggest critic.

That's the problem: I have to be objective and point out that when a window season is pathetic, I'm the guy who when it comes to people bashing this team because I'm the easiest target. I could easily fire out 200 columns per week about how UCF football shouldn't beat Kennesaw State in a Trouble-voting contest, but what would the people be concerned because everyone wants immediate results. I'm no different. I want this team to perform and I want wins now. That all starts on Thursday with the season opener against South Carolina.

Who cares about Steve Spurrier's return to college football? The guy inherited a trained program that has about as much of a silver lining as Britney Spears' post-pregnancy career.

The Gainesville papers are quality at quarterback. The team's leading returner from last season was booted by Captain Vicks and the program was tagged with a three-year suspension by the NCAA.

The biggest joke of all is that USC can still play in bowl games and is guaranteed that's only because of Spurrier. The guy failed in the NFL, and he recoiled tail and returned to college football only to find that the University of Florida program that he took to a national title didn't want him and he had to settle for a program that's worth about as much as nude photos of Al Bello.

Before I get into a much deeper discussion about potential. Potential is a dying duck as far as most people are concerned.

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Before I get into a much deeper discussion about potential. Potential is a dying duck as far as most people are concerned but there are even better. And I'll argue Haynes is gone but there are.

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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 Ferrell Commons 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 communication, 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 students 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 publicized 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 times, location, proposals under review and voting records 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 the committee in writing of the decision regarding the proposal.

   b. If the appropriate administrator chooses not to incorporate the 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 reflective of 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 sections 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

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 otherwise described in the Rules.

1. Participation in Student Government Association and its elective process.

2. Membership in Student Organizations.

3. 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 speech and action carries with it the responsibility for seeing that the essential order of the University is preserved.

4. Freedom to hold public forums. The University desires to create a spirit of free inquiry and to promote the timely discussion of wide variety of issues. Proposed rules and policies that limit the open expression of views shall be reviewed and approved by a majority vote of the Committee.

5. Freedom to be accorded. The University, through appropriate procedures, does not result in disruption or disturbance as otherwise described in the Rules.

6. Peaceful assembly. Existing laws and University rules shall be observed. Student gatherings must neither disrupt or interfere with the orderly educational operation of the institution, nor violate federal, state, or local laws, or University rules.

7. Fair and impartial hearing. These matters shall include, but not be limited to:

   a. Disciplinary proceedings involving alleged violations of academic and nonacademic rules and regulations.

   b. Refunds and charges. The status of a student charged with a violation of University regulations shall not be affected pending final disposition of the charges except in the case of administrative action.

   c. For specific procedures and rights of students during the student conduct process, see later section entitled “Student Conduct Review Process.”

8. Confidentiality of student records. Each University office and agency which generates, collects, and disseminates information on students must follow the guidelines for confidentiality of those records in their possession. For further information see, “Student Record Guidelines.”

9. Provisions for Victims/Survivors of Acts of Violence. To ensure fairness to victims/survivors of acts of violence throughout the disciplinary process, the University has established the following policy on victims/survivors:

   a. A victim or survivor may have a person of her or his choice accompany her or him throughout the Student Conduct Review process. This person will act as a support person or advisor but will not represent the victim or survivor.

   b. A victim or survivor shall submit a list of questions related to the alleged incident, prior to the hearing, that she or he feels the charged student should be asked during the hearing process.

   c. A victim or survivor may not have her or his irrelevant past conduct, including sexual history, discussed during the hearing.

   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.

e. A victim or survivor may know the outcome of the student conduct review process after making a commitment to protect the confidentiality for all persons involved as outlined in the Family Educational Rights and Privacy Act, 20 U.S.C. 1292 (FERPA) and 34 C.F.R. 668.46(b)(11). The “final outcome” means only the final determination with respect to the alleged sex offense and any sanction that is imposed against the accused.

B. Student Responsibilities

The most 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 observation of all University policies and rules.

Rights and freedoms in an environment are protected through exercised responsibilities and maintained through an established system for justice.

The ideal balance of control over liberties is strongly weighted toward understanding and observing regulations as acts of individual responsibility, not always by agreement, but because compliance also serves the best interests of all and helps in the compliance of state individual and University objectives.

The University has compiled student-governing information in this handbook and has distributed it to help provide direction and awareness for the academic community. Each student’s responsibility is to become aware of and learn its regulatory content and procedures for dealing with problems which may arise in the course of educational progress.

When University rules are judged to no longer serve the interests of all, the consideration for change should be introduced through appropriate channels.

Within the University, emphasis is placed on the development of each individual’s recognition and acceptance of personal and social responsibilities. High ethical and moral standards of con-
duct are a part of the University's mission and its contribution to the well being of society.

C. Personal Health Responsibilities

Each student must assume a certain level of responsibility for his or her education and for the safety, health, and welfare of himself. Learning 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 established conditions 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: Responsible Education and Action for Campus Health, as well as the Student Health Center, are designed to help students target health related problems and find solutions.

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 appropriate notification to the student, his/her advisor and the appropriate Dean of Student Conduct, Counseling Center, the Office of Undergraduate Studies, and other University officials as deemed necessary. The student may be present at this meeting and may present information in support of his/her case. Following the student’s presentation, the committee shall convene in executive session. At the conclusion of this proceeding, the committee shall make a recommendation to the Director of the Office of Student Rights & Responsibilities whether to withdraw the student, reinstate the student, or restate the student with conditions.

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 officials as deemed necessary. The student may be present at this meeting and may present information in support of his/her case. Following the student’s presentation, the committee shall convene in executive session. At the conclusion of this proceeding, the committee shall make a recommendation to the Director of the Office of Student Rights & Responsibilities whether to withdraw, reinstate the student, or restate the student with conditions.

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 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 officials as deemed necessary. The student may be present at this meeting and may present information in support of his/her case. Following the student’s presentation, the committee shall convene in executive session. At the conclusion of this proceeding, the committee shall make a recommendation to the Director of the Office of Student Rights & Responsibilities whether to withdraw, reinstate the student, or restate the student with conditions.

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 action.

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

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 three (3) calendar days after the date of the notification to the student of the decision. The Associate Vice President for Campus Life, or designee, shall, within three (3) days, sustain the initial decision or remand the case to the Student Conduct Committee for reconsideration. The Associate Vice President for Campus Life shall have fourteen (14) calendar days after receiving the appeal to review the case and render a decision.

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 of the notification to the student of the decision. The Vice President for Student Development and Enrollment Services may, within three (3) days, sustain the initial decision or remand the case to the Student Conduct Committee for reconsideration. Failure to appeal or to withdraw from the University in the form of an incident report will result in the student being referred to the appropriate healthcare provider of their choice who has conducted a proper assessment.

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 will be subject to charges through the University's Student Conduct Review Process for failure to comply with these conditions.

II. The current medical withdrawal process should not be used to handle withdrawals related to medical 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 subject to involuntary withdrawal may be referred to whatever University's Student Conduct Review Process for failure to comply with these conditions.

I. Academic Dishonesty/Cheating

a. Cheating is a violation of student academic behavior standards. The common forms of cheating include:

i. Unauthorized assistance: communication to another through oral, written, electronic, or oral means. The presentation of material which has not been studied or learned, but rather 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, loaning, renting, duplicating, etc. without authorization or using them for any commercial purpose without the express written permission of the University and the Instructor. It is a violation of this rule.

b. The right to appeal imposed other conditions for involuntary withdrawal is entitled to the opportunity to provide documentation of compliance with such conditions.

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.
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 the standards.

2. Possessing and/or Providing False and Misleading Information and/or Falsification of University Records

a. Withholding related to information, or furnishing false or misleading information (oral or written) to University officials, university and non-university law enforcement 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.

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, or destroys University safety equipment, fire fighting equipment, or fire alarms.

d. Any act which deliberately interferes with the academic freedom or the freedom of speech of any member or guest of the University community.

e. A false report of an explosive or incendiary device, which constitutes a threat or bomb scare.

f. Conduct which is lewd or indecent.

h. 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 functions.

i. Failure to comply with oral or written instruction from duly authorized University officials acting within the scope of their job duties or 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 nonconsensual sexual penetration, coercion, or penetration against the victim's will.

b. Any sexual conduct which occurs on or off the UCF campus shall be considered consensual. Consent, to be valid, must be:
   i. freely and actively given
   ii. in mutually understandable words or actions

   iii. consent to one form of sexual activity can never imply consent to other forms of sexual activity

   iv. consent is not the lack of resistance; there is no duty to fight off a sexual aggressor

   v. consent can be withdrawn at anytime, as long as the withdrawal is clearly communicated by the person withdrawing consent through words or actions.

   vi. 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.

   vii. Any attempted acts of sexual abuse are also violations of this policy.

b. Sexual Harassment: unwelcome sexual advances, requests for sexual favors, or conduct of a sexual nature which prevents or opposes another person's full enjoyment of the educational benefits, services or programs provided as part of the University.

b. This harassment policy (sexual harassment), 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.

c. Public Indecency: exposure of one's body in such a manner that another party reasonably could be offended or to display sexual behavior which another person reasonably finds offensive.

d. Voyeurism: sexual stimulation or experience sought through trespass, peeping, or eavesdropping activities.

e. Solicitation: attempting to commit or committing any sexual acts with a minor by oral, written, or electronic means.

f. 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 student students from federal, state, and/or local laws pertaining to sexual abuse. For further information see "Provisions for Victims/Survivors."

6. Larceny/Property Damage

a. Unauthorized use, possession, or sale of University 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 a 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, forcing calisthenics, 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.

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 University 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 substance, and possession and/or use of drug paraphernalia, except as expressly permitted by law.

11. Alcoholic Beverages Violation

Use, possession, sale 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 firearms or any weapon 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.

14. Misuse of Computing and Telecommunications Resources

The preservation of an open computing and communications environment requires adherence by users to applicable law and University rules regarding the responsible use of computing systems, software and telecommunication networks. Suspected criminal violations of applicable law shall be reported to the University Police Department, appropriate law enforcement agencies or any applicable authorities or agencies.

The following guidelines are an interpretation of the University policy titled Use of Information Technology and Resources and clarifies the Campus Housing 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 rapid and changing environment of network computing will likely generate new applications that, though not listed in this document, are still applicable to the listed policies.

a. The information that is transmitted across University computing resources is subject to protection by the First Amendment of the United States Constitution.

i. 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.

i. All e-mail messages must correctly identify the sender.

ii. Users shall not modify the original attribution of e-mail messages.

iii. Users shall not use the University's computing resources or telecommunications resources which are disruptive, exploitative, or corrosive on University premises or at University sponsored/related activities.
e. 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.

ii. Unauthorized distribution of audio files containing copyrighted content, such as mp3 audio (mp3), is prohibited.

d. Users shall not host network servers on computers connected to University computing resources. Those users who wish to setup a server as a server with the University Computing Resources and telecommunication networks shall not be used for commercial purposes.

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.

b. Unlawfully sell, barter or dispose of a ticket, order, or any interest in a chance by whatever means 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

Repeated and flagrant violations of regulations governing University student residences.

17. University Wordmark Violations

Unauthorized use of the official University wordmark, Pepsi, 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

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(s). 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 insufficient 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 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 action and the student shows "The Office of Student Conduct, 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 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 come together 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 full and final resolution, the case will be referred back to the Director of OSRR or designee for disciplinary action.

4. Informal 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; restitution; community service; counseling; or other educational sanctions.

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 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 shows the Office of Student Conduct, Enrollment Services or designee in the instance of summary suspension or expulsion, there will be a scheduling of a 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.

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 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 Student Government Association. Board members appointed by the Office of Student Rights and Responsibilities shall serve annual terms beginning and ending in August of each academic year. Board members who are justices shall serve current 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 randomly 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 a presiding officer from among its members, 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 recommendation as to "in violation" or "not in violation" of the Rules of Conduct, 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" and 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.
The case record shall consist of the following items:

1. A copy of the formal charges in writing.
2. A video tape recording of the hearing.
3. All staff memoranda and/or data submitted.
4. All items of physical evidence submitted, provided such items are not returned to a rightful owner. In that case, photographs or other facsimiles shall be made before return.
5. The recommendation by the hearing panel or administrator, if any.
6. The Director of OSRR's decision.

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 have and question adverse witnesses who testify at the hearing.

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 OSRR or designee may hear cases involving interpretation of the Constitution of the Student Body of UCF and other powers as specified in the Student Government Association Statutes. The Judicial Council, when acting under the direction of the Student Body Constitution does 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 violations of any of the Rules of Conduct of this University shall include any of the sanctions listed 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. Student Organizational Rules of Conduct Violations

For violations of the rules of conduct on the part of a student organization, please 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.

C. Student Government Judicial Council

The Student Government Judicial Council hears cases involving interpretation of the Constitution of the Student Body of UCF and other powers as specified in the Student Government Association Statutes. The Judicial Council, when acting under the direction of the Student Body Constitution does not fall under the supervision of the Office of Student Rights and Responsibilities.

7. 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 determined 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 by the Director of OSRR or designee.

8. Disciplinary Expulsion

When an offense is of such severity that the University will not allow the student to re-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.

E. Disciplinary Sanction Review Request

1. Disciplinary Probation

After a student has completed a semester of their disciplinary probation they have the opportunity to request a review of their probation status. This request can only be submitted once a semester. Such a review shall allow the student the opportunity to discuss the issues the student has taken to proactively address their
behavior. In considering this request a student's good behavior shall assume that the student is performing above and beyond the basic requirements of their sanction(s). Students that simply fulfill the minimum requirements of their sanction(s) will not have their probation re-evaluated. If the student decides to use this procedure they must submit a written statement to the Director of OSRR explaining why they feel their probation should end early. Such a written statement should include but is not limited to:

- Involutionary and voluntary psychological testing
- Counseling
- Educational programs
- Community involvement/service
- Occupational growth

This statement will then be reviewed by the Director of OSRR or designee and he/she shall issue a decision within 14 calendar days. The decision shall include an assessment of the student's progress and if rejected a rationale of the decision.

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 extraordinarily disproportionate to the violation(s).

B. 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 of the disciplinary decision. The Associate Vice President for Campus Life or designee 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 re-consideration.

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

D. Sealing of a Student Conduct Record - A student 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 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, institutional 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 shall forward the case to the Director of OSRR or designee who may dismiss a case if it is found to not have significant 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 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 situation 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 impartial mediators to discuss the issues 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; 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 Vice President for 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.

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 five (5) 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 who 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 the 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. 228.039 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 times 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 times in violation of the University policy regarding public intoxication.

3. 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.

4. 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.

5. The student has been found in violation of the University policy regarding belligerent and/or aggressive behavior while under the influence of alcohol or other drug policies as found in the student handbook, The Golden Rule.

6. 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.

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.

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 compromises a breach of this policy may result in academic action and/or disciplinary action. Academic actions affect student assignments, 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, electronic 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 aforementioned breach 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 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 alleged violation is based. The instructor shall give the student the opportunity to respond in defense. If the instructor continues to believe a violation of academic behavior has occurred, the instructor in consultation with the unit head shall inform 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 an academic action (loss of credit in a specific assignment, course or project; failure of the course) to a recommendation for disciplinary action forwarded to the Director 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 unit head who will notify the registrar that the student shall not be withdrawn from the course in question. Only a written release from the instructor of the authorized party deciding a student appeal will permit withdrawal. However, if the student appeals the academic action and desires to withdraw from the course, the withdrawal request shall be initiated by the student immediately in the normal University manner. Such withdrawal request is to be held in abeyance until a ruling on an appeal is obtained. If resolved in favor of the student, the withdrawal request will be processed at that 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.

c. Should an alleged violation of academic behavior standards arise after the withdrawal deadline in a term, the instructor shall notify the unit head who will notify the registrar that the student shall not be withdrawn from the course in question. Only a written release from the instructor of the authorized party deciding a student appeal will permit withdrawal. However, if the student appeals the academic action and desires to withdraw from the course, the withdrawal request shall be initiated by the student immediately in the normal University manner. Such withdrawal request is to be held in abeyance until a ruling on an appeal is obtained. If resolved in favor of the student, the withdrawal request will be processed at that 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 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 internal sources (e.g. other students, University Police, etc), the Director of the OSRR or designee shall inform the student 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 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 information contained in University records or 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:

b. 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 but not limited to: plagiarism;

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 forum in defense of their actions.

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.

f. The University as an institution is officially responsible for 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 Informal Level

a. All student academic appeals involving conduct action(s) by an instructor or administrator shall first be brought to the attention of the instructor or course coordinator or an administrator perpetrating the action. This action must be initiated within one semester of the alleged wrong action or grade, or as soon thereafter as the student becomes aware of such action. The parties should attempt to resolve the problem in a fair and expedient and satisfactory manner. If dissatisfied with the decision of the person whose action is being appealed, or if that person is not available, the student may continue to pursue an informal solution with the unit head or dean or designee of the college in which the action occurred.

b. The unit head or supervisor in consultation with the instructor or administrator shall make every effort with the student to solve the problem. Oral and/or written communication should take place within 10 school days of the complaint being brought to the unit head or supervisor. A written report of such action shall be sent to the Director of the appropriate forum for discussion or alteration of academic matters is the academic unit responsible for these matters.

c. When the instructor or university official is not available to discuss the problem, at all possible, the resolution should wait until such time as the person involved in the decision action will appeal return to the campus, but no longer than one semester. If the unit head or college dean or designee determines that an emergency exists requiring that the problem must be solved prior to the availability of the instructor or official (e.g. in a case of probable delayed graduation), the
4. Resolution of Student Academic 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 decision in 3 school weeks in writing or provide a reason why the deadline could not be met. If the student is not 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 protect the broader segment of the campus represented by the committee also judges the action as wrong. If so, the committee will suggest a resolution for the action. Before filing the complaint, 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 of the original complaint, the issues raised by the instructor, unit head, administrator, or supervisor, met with the student to discuss 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 or designee from a pool 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 college dean or designee shall call the Student Academic Appeals Committee together for an arranged appeals date.

vi. In conducting a formal review, the Student Academic Appeals Committee shall adhere to the following guidelines:

a. The time limits specified in the following review procedures may be extended by mutual agreement of the parties.

b. The student and the instructor or instructor’s replacement shall be permitted to have a non-lawyer representative present with them before the committee if they so choose.

iv. The committee shall not be officially convened to review the appeal until the faculty member involved or replacement, has received a copy of the appeal and has had at least 5 school days to submit, if desired, written information. The student will be provided with a copy of any material submitted by the instructor at least 5 school days before the committee meets to review the case.

v. The committee should make every reasonable effort to meet for review of the case within 15 school days after receipt of the student’s written appeal and any information provided by the faculty member and/or chair.

vi. The committee will function as an objective, fact finding body when examining available and relevant information concerning the student’s appeal of academic action by the instructor. Such information shall include the student’s written appeal, written and/or oral information provided by the instructor, statements made by both parties before the committee, and any other information the committee may deem relevant.

vi. The student and faculty member shall be invited to meet with the committee. Each shall be allowed adequate time to respond to the appeal and serve as material as required by standards of due process. Once the student and faculty member shall be invited to meet with the committee. Each shall be allowed adequate time to respond to the appeal and serve as material as required by standards of due process.

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

g. The college dean shall render a decision within 10 school days of the conclusion of the committee hearing. Copies of the committee’s recommendations and the dean’s decision shall be made available to both parties concerned, to the provost, and all other involved parties and departmental representatives.

5. Final Appeal

a. If dissatisfied with the college dean’s decision, the student may, within 10 school days, file a written request for review with the dean of undergraduate studies or the dean of graduate studies (depending upon the classification of the student) stating the basis for review and whether a resolution sought by the student.

b. Acting as the University President’s representative, the dean of undergraduate studies or the dean of graduate studies shall make a final decision on the matter within 10 school days of receipt of the student’s request for review. Copies of the dean’s written decision and basis therefore shall be sent to the student, the college dean, the chair, the Director of the OSKR, the instructor involved (if any), and other involved parties.

6. Appeals of Graduate Program Actions or Decisions

a. Review of Academic Performance

The primary responsibility for monitoring academic performance standards rests with the degree program. However, the college and university may monitor a student’s progress and may revert any student to non-degree status if performance standards as specified by the program, college or university are not maintained. Satisfactory academic performance in a program also involves maintaining the standards of academic and professional integrity expected in a particular discipline or program. Failure to meet the standards results in termination of the student from the program. A degree program may revert any graduate student to non-degree status at any time, when, in its judgment, the individual is deemed incapable of successful performance at the required standards of excellence. Once reversion to non-degree status has occurred, a student will not be allowed to enroll in graduate courses in that major and will be removed from courses currently being taken. If a student is reverted to non-degree status, reinstatement to graduate student status can occur only through a formal grievance process. (See Academic Grievance Procedure in following section).

b. Academic Grievance Procedure

The Office of the Graduate Council follows the procedures for academic grievances as outlined below. Academic matters are those involving graduate instruction, research, or decisions involving graduate instruction or affecting academic freedom of graduate students. The Appeals Subcommittee of the Graduate Council is the committee that has jurisdiction for issues involving graduate students enrolled for graduate credit, with the exclusion of the following:

i. Appeals for individual courses (not thesis or dissertation requirements).

ii. Non-academic issues of a disciplinary nature

Both of the above items (#1 and #2) are handled by the college coordinators.

A. Degree Program

The Graduate Council is the committee that has jurisdiction for issues involving graduate students enrolled for graduate credit, with the exclusion of the following:

1. The graduate student should discuss the matter within the academic unit of the grievance and attempt to resolve the grievance informally.

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

b. The graduate program coordinator may ask the unit graduate committee responsible for hearing graduate student grievances to examine the necessary information. The unit graduate committee may invite the student as well as others who may provide useful information to a scheduled meeting to present arguments for the grievance. The unit graduate committee will recommend a response to the grievance to the graduate program coordinator.

c. The graduate program coordinator will consider the input of the unit graduate committee and make a recommendation to the unit head about the grievance. The unit head will then make a final unit decision about the grievance at that level.

d. Should the graduate student wish to appeal the decision of the unit head, the student or unit head may request in writing to the college graduate coordinator (if this is the next most appropriate unit) or the Office of Graduate Studies (if this is the next most appropriate unit) to review the grievance. The college graduate coordinator may ask the college graduate committee to examine the information and consider the grievance at a scheduled meeting. The college graduate committee may request that the graduate student attend and present information and arguments about the grievance and invite others who may provide useful information to do the same. The college graduate committee will recommend a response to the college coordinator to the college graduate coordinator.

e. The college graduate coordinator will consider the input of the college graduate committee and make a recommendation to the college dean about the grievance. The college dean will then make a final decision about the grievance at that level.

f. Should the graduate student wish to appeal the decision of the college dean (whichever is appropriate), the student may request in writing to the
Vice Provost and Dean of Graduate Studies shall consider whether the grievance be considered at the university level. The Vice Provost and Dean may ask the Appeals Subcommittee of the Graduate Council of the Faculty Senate to examine the information and consider the grievance at a scheduled meeting. The Appeals Subcommittee may request that the graduate student attend and present information and arguments about the grievance and invite others who may provide useful information to do the same. Graduate students who would like to invite advisors or others to the committee meeting may do so, but the advisor is only there to provide consultation with the student and not to participate in the committee meeting. The Appeals Subcommittee solicits information and then dismisses any invited parties to consider the recommendation that it will make, either at a continuation of the meeting or at a future meeting.

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 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:
      i. 5 faculty representatives;
      ii. 5 administrative staff, representing the various administrative divisions of the University;
      iii. 10 students whose names are to be submitted to the President of the University by the President of the Student Government Association.
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 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 indicated 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. General Counsel’s decision as to such fitness shall be final.

D. Informal Resolution of Student Grievances

1. It is the University policy to encourage the informal resolution of grievances directly between the student and the respondent. If this cannot be accomplished, the student is encouraged to continue informal resolution presenting the problem orally through appropriate administrative channels up to, but not including, the office of the vice president in whose area the respondent is employed.

2. Upon request, the Director of the OSRR will inform the student as to the administrative channels to be followed in an attempt to secure informal resolution.

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).

Student Grievance Format

Name: ____________________________ Date: ________
SS#: ____________________________ Address where student may be reached: ____________________________
City: _________ State: _______ Zip: ________ Telephone: ________________
University or BOT rule or regulation violated if any: ____________________________
Statement of Grievance including date(s) or acts of omission or action 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 6C7-5.003 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 ___________, by (check one):
() Certified or registered restricted delivery, return receipt requested mail
() personal delivery
Grievant: ____________________________
Office of the Clerk of University by: ____________________________
Date Received: ____________________________

fig 1
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 (see fig. 1).

3. Upon receipt of a formal student grievance, the clerk of the University will review the grievance to determine whether 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 receipt of the grievance and the name of the respondent's vice president who will handle the step 1 of procedure. Simultaneously the clerk will notify the student 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. Regardless of the disposition, 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 (or in the case of absence of the respondent, the respondent's supervisor) shall prepare a written response to the allegation(s) made by the student and shall furnish copies of this response to the grievant, to the appropriate vice president, and the clerk of the University.

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, associated documents, and any discussions necessary to determine the facts, the respondent's vice president shall establish the University position and notify the grievant and the respondent.
   b. If the grievant selects Option B:
      i. Within 5 days after receipt of the grievance and the respondent's reply thereto, the vice president shall appoint an investigator from among the members of the Student Grievance Panel. This appointment shall be subject to challenge for cause and to no more than 2 peremptory challenges by either party.
      ii. The investigator shall file his report and recommendations with the respondent's vice president within 25 days after receipt of the grievance and the respondent's reply thereto. This report shall be in writing and shall include, but need not be limited to statements by the grievant and the respondent; statements by any witnesses testifying on behalf of the grievant or in support of either position; the investigator's summary and recommendation to the vice president.
      iii. The 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 mailed through the clerk of the University.
   c. If the grievant selects Option C:
      i. Within 5 days after receipt of the formal grievance, the respondent's vice president shall appoint a Student Grievance Board to review the case. This board shall consist of 8 members who are uninvolved parties selected from among the members of the Student Grievance Panel. Two shall be faculty members, 2 shall be administrators and 4 shall be students. Either party may challenge for cause any panel member selected to serve on the board and may also peremptorily challenge no more than 2 of the selections. After the exercise of all challenges, the Vice President shall name one member of the board to act as chair.
      ii. Proceedings of the Student Grievance Board shall be carried out under the following general principles:
         a. The board's record of proceedings and recommendations shall be delivered, in writing, to the vice president no later than 30 days after the date the board is appointed.
         b. Where applicable, the Florida Rules of Civil Procedure shall apply for purposes of discovery. The chair may issue appropriate orders to affect discovery and to prevent unnecessary delay. This chair shall not be construed to prevent continuances upon the showing of good cause.
         c. All parties to the grievance may make opening and closing statements, offer testimony and evidence and cross-examine witnesses.
         d. The rules of evidence need not be strictly followed but may be liberally construed in the interest of a fair and prompt adjudication of the grievance.
         e. The fact-finding portion of the grievance shall be open.
      iii. If no provision in the student grievance procedure shall preclude an informal settlement of the grievance at any stage of the process. Deliberation immediately upon conclusion of the fact-finding portion of the hearing, or as soon thereafter as is practical, the grievant, the respondent, and all witnesses shall be dismissed and the board shall go into closed session to deliberate. Within 14 days, a written recommendation shall be submitted to the chair of the board's member.
      iv. If the board preserves the board's recommendation and render a decision within 10 days. This 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 Corporation as a record of the student's academic history. Limited access records are not open to public inspection and shall be maintained and open to public inspection only as provided in Florida Statutes 240.237 and 228.093 and 20 U.S.C. 1232f. The Vice Presidents for Academic Affairs and Administration, in accordance with the policy on confidentiality of student records, shall be the custodians of limited access records.

B. 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

C. Student records (Director of Counseling and Testing Center)
   a. Student Legal Services records (Director of Student Legal Services)
   b. Dispute Resolution Services records (Coordinator of Dispute Resolution Services)
   c. Placement Center records (Director of Career Center)
   d. Student Repayment records (Director of University Police)
   e. Veterans' records (Director of Veterans Affairs)
   f. Law enforcement records (Director of University Police)

D. All persons handling student records shall be instructed concerning the confidentiality 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 per Florida Statutes.

E. 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: student's name, course and participation or current enrollment, current mailing address, current telephone number if it is a listed number, dates of attendance at UCF, and degrees and awards received at UCF. In addition to the foregoing information, date of birth, e-mail address, major field of study at UCF, participation in officially sponsored activities and sports, and height and weight of members of intercollegiate athletic teams may be given in response to a written request to the applicable records custodian.

F. Students may request this information be withheld by completing the necessary forms in the University Registrar's office. Records shall be released in compliance with a court order.
Other than the information listed in the above, the University may not release personally identifiable information without written consent of the student to any party, except the following:

1. 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 Florida Statutes;
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. §552(a)(b)(C)(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.

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 350.062 of the U.S. Internal Revenue Code of 1954. Such written certification is to be included in the student's record.

Potential employers may be given the above information if the student employs 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 other officials at other educational institutions with similar interests or concerns.

II. Authorization to use student information is given in writing to the University by such officials.


This is a statement of the standards of conduct and disciplinary sanctions to be imposed for the unlawful possession, use, 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, which may include termination or expulsion and referral for criminal prosecution.

No employee or student is to be required 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.

a. Possession or consumption of alcoholic beverages is prohibited by persons younger than 21 years of age.

b. Possession or consumption of alcoholic beverages in open or unsealed containers is prohibited, except in designated areas approved with special events.

c. Individuals are responsible for their actions, regardless of whether or not their mental or physical state may be affected by mind-altering chemicals such as alcohol and other drugs.

d. Student organizations may develop more stringent regulations regarding alcohol use.

3. Location: The sale of alcoholic beverages on the University campus may be permitted only in licensed areas by licensed on-campus distributors.

a. The sale or service of alcoholic beverages to individuals of legal age will be permitted at other select campus locations for catered functions by properly authorized distributors.

b. The serving, possession or consumption of alcohol by individuals of legal age may be permitted in private residential spaces or in the residence halls and other on-campus housing, unless otherwise prohibited by the governing organization. Consumption of alcoholic beverages in public or common areas within on-campus residential units shall follow guidelines provided by their governing organization.

4. Approval Procedures for Student Groups: Prior approval for students or student organizations to host an event where alcoholic beverages are present must be obtained from the associate Vice President for Campus Life or designee.

a. The following information must be supplied by the student organization and approved by the appropriate University officials, no less than 15 calendar days prior to the event(s). The required form may be obtained from the Office of Student Involvement. These arrangements include but are not limited to:

i. Sponsoring organization and nature of event;

ii. Date, beginning and ending times and location of event;

iii. Number in attendance and method of registering guests;

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

v. Contained area where alcohol consumption is permitted;

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

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

viii. Person to be contacted at event in case 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 seek to 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 serve 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, as follows:

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 area 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 alcohol 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 impairments 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 physical dependency and 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-
A. Student Organizations

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 become involved in some form of organized activity do better academically, persist through graduation, gain valuable career-related life skills, and experience greater personal development 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

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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/or 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 organization, 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.

D. Update Reports and Inactive Organizations
At the beginning of each semester, and following organization elections, all registered student organizations must file an update report with the Office of Student Involvement. The report must include a current listing of the organization's membership and officers and the signature of at least two current officers and the faculty/staff advisor(s), and the organization's contact information. Organizations shall annually attend a mandatory orientation. Organizations that do not turn in an update report or do not meet any of the other 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 disbanded. Dissolved organizations may only be reformed by following the aforementioned organization registration process.

E. Funds and Expenditures
Registered organizations may receive and operate programming funds from Student Government Association funds through an application process. All approved Student Government Association funding will be disbursed and expended through the Student Government Association accountant. Organizations that do not receive funding from Student Government Association may deposit or expend funds through an off-campus account or through an account established with the Office of Finance and Accounting. Student organizations receiving funds must comply with Student Government Office of Finance and Accounting Guidelines.

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 requirements must also be satisfied: UCF faculty, staff, alumni, and Central Florida Research Park emplyees may be non-voting members. In order to comply with the University's commitment to non-discrimination, all students who enroll at the University will be assured equal access to educational programs and related opportunities without regard to race, sex, age, religion, disability, national origin, marital or parental status, or veteran's status.

G. Student Eligibility for Leadership Positions
1. The University has established the following minimum requirements for service in student leadership positions. Such positions may be elected or appointed and shall include without limitation, only as the University deems appropriate in its discretion, student government officials, officers of active registered student organizations, members of University department-sponsored groups, and members of University committees. These minimum requirements may vary for waiver only under extraordinary circumstances as deemed appropriate by the University in its sole discretion.
   a. During fall and spring semesters, a student leader must be continuously enrolled as an activity and service fee paying full-time student (current definition as at least five (5) credit hours as an undergraduate degree-seeking student or a post-baccalaureate student, or at least five (5) credit hours in a graduate degree-seeking program). The student is not required to be enrolled during summer term; however, the student must be continuously enrolled during preceding spring semester and following fall semester.
   b. A student leader must have a minimum institutional grade point average of 2.5 for all hours earned while enrolled at UCF and/or previous educational institution if student is a transfer student in their first semester at UCF.
   c. A student leader must be in good academic and disciplinary standing; being on academic or disciplinary probation.
   d. A student leader must be free of financial or disciplinary holds on University records. Student will have two weeks to clear such holds before removal from leadership position.

2. Students who do not meet these minimum requirements may submit a written appeal to the Eligibility Appeals Board through the Office of Student Involvement within one week from the day of being alerted of their eligibility delinquency by the Office of Student Involvement. The Eligibility Appeals Board shall render a decision within two weeks time. The appeal should address the causes for ineligibility and reasons for believing that the problems have been resolved. The Eligibility Appeals Board is the deciding body that hears the appeal. The appeal may waive the eligibility requirements for one semester.

The Eligibility Appeals Board may review the academic record of students in those positions of leadership or responsibility. If normal progress towards graduation is unsatisfactory, the Board may recommend to the student, the advisor, the organization and the Associate Vice President for Campus Life that the student resign from the position of leadership or responsibility.

The Student Government Association has established eligibility requirements for selected positions within student government. These requirements and governing procedures are presented in their election and eligibility statutes, which are made available to any student upon request, as well as to all candidates filing for office.

H. Faculty or Staff Advisor
All organizations shall have a UCF faculty or staff advisor in order to be considered for active registration. Additionally, a faculty or staff advisor is required in order to receive Student Government Association funding.

I. Conduct Regulations for Student Organizations
These conduct regulations shall apply to all student organizations of the University and shall be deemed a part of the terms and
conditions of admission and enrollment of all students and student organization registration.

The following defined and described actions include but are not limited to conduct for which disciplinary action may be taken. 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 its 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 on the privacy, rights, privileges, health, or safety of students or the University community; or
   b. Obstruct the free movement of other students around the campus and/or 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 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 within any property or transportation it owns, operates, and/or rents.

5. Unauthorized Entry
   a. 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 of an unlawful game of chance for money or for any other value.
   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.

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 or safety of a student for the purpose of initiation or admission into, or association with, any organization operating under registration with the University.
   b. Brutality of a physical nature such as whipping, beating, branding, forced calisthenics, 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 directly or indirectly conditioned, shall be presumed to be a “forced” activity, the willingness of an individual to participate in such activity notwithstanding.

8. Outstanding Debt
   a. Outstanding debts are limited to conduct for which reasonably be expected to disturb the academic pursuits or infringe on the privacy, rights, privileges, health, or safety of students or the University;

9. Use of Facilities
   a. Unauthorized entry, attempted entry, or remaining in private or restricted areas of the University, Greek Park, or community facilities is prohibited.

10. Fire Safety
The following defined and described actions include but are not limited to conduct for which disciplinary action may be taken.

   a. Origination or circulation of any advertising media 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 patently offensive material is prohibited.
   c. Origination or circulation of any advertising media containing false or misleading information or obscene language or patently offensive material is prohibited.

11. Advertising
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 Involvement, the Student Union, and/or federal, state and/or local law. See 15 I 6 for more information.

12. Falsification of Information
   a. Causing, condoning, or encouraging the creation or submission of any University record, statement 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 sizes 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. Failing to provide adequate security personnel or other security measures in order to ensure the safety of those in attendance at an organization-sponsored event is prohibited.
   d. Conducting any event that interferes with the normal progress of academic events on campus is prohibited.
   e. Failing 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 by 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 Involvement, the Student Union, and/or federal, state and/or local law. See 15 I 6 for more information.

15. Misuse or Infringement of University's Names or Marks etc.
Student organizations are prohibited from the unauthorized use of the University’s 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 preclude the title of the organization, which includes, but is not limited to, the student organizations: domain name, web address, promotional materials, and uniforms/shirts.

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
   a. All 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 organizational offense in nature and not just the action of an individual member, then the case will be handled as such. 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 student 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 student member 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.

c. Case Dismissal

The Director of OSRR or designee may dismiss a case if it is found to not have sufficient facts or evidence to subst- ablish the charge of misconduct or the misconduct is not a violation of the conduct regulations.

d. 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, 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 event of an organizational suspension or removal, or re- placement of the organization's representative(s) but a hearing will be scheduled within ten (10) days to determine the circumstances of the case. Such action is subject to review within ten (10) days by the Vice President for Student Development and Enrollment Services or designee shall decide otherwise.

e. 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 media- tor 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 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.

f. Informal Disposition

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

g. Formal Disposition

If an alleged violation of the Student Organization Regulations and/or Rules of Conduct is not handled through other alternative channels, is not dismissed, or is not settled informally, 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 if applicable.

2. Brief description of the alleged violation including detail(s) of 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.

5. 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 likely could be presented 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.

h. Student Organization Hearing Board

The Student Organization Hearing Board shall consist of not less than twenty-five (25) persons appointed by the Vice President for Student Rights and Responsibilities. The Student Organization Hearing Board shall consist of not less than five (5) faculty members and five (5) administrative staff members representing the university administrative divisions of the University and ten (10) student members. Board members shall serve annual terms beginning and ending in August of each aca-
demic year. When a vacancy occurs, the Director of the Office of Student Rights and Responsibilities or designee shall select an appropriate replacement to fill unexpired terms. Whenever the number of board members available to serve in a particular instance of misconduct is reduced, the Director of the Office of Student Rights and Responsibilities or designee may appoint additional members on an ad hoc basis.

i. Student Organization Hearing Panel

A student organization hearing panel to consider individual cases shall be randomly selected by the Director of the OSRR or designee from two (2) faculty or administrative staff members combined, and two (2) student members. Each panel shall elect from among its members an individual or designee to conduct that hearing and to report its decisions to the Director of OSRR or designee. An hearing conducted by a student organization hearing panel, the Director of OSRR or designee shall act as an advisor to the panel. If the panel receives the panel’s recommendation as to “in violation” or “not in violation” of the Rules of Conduct or Student Organization Guidelines, 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 Standards for Student Organizations section of the Student Conduct Review Process.

j. Administrative Hearings

Administrative hearings shall be conducted by a faculty or staff member randomly selected by the Director of the OSRR or designee. A charged student organization shall be informed of the hearing officer assigned to the case and shall have the opportunity to challenge the impartiality of the individual within thirty (30) days of the notification. The organization shall have an optional, par- writing the basis for such challenge. A hearing officer so challenged will be excused; however, inadmissible evidence 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 recom-
mended by the panel, based on standards set forth in the Sanc- tions for Student Organizations section of the Student Conduct Review Process. Any decision by the Director of the OSRR or designee to alter sanctions or return a case shall be a concisely and explicitly written statement that explains the basis for that decision.

k. 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 recommendation.

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 memoraanda and/or data submitted.

d. All items of physical evidence submitted, provided such items are not returned to a rightful owner. In that case, photographs, or other facsimi-
eses shall be made before return.

e. The recommendation by the hearing body, if any.

f. The Director of OSRR’s deci-
sion.

K. Student Organization Rights During the Conduct Review Process

The following rights shall be explained to each charged student organization before the commencement of any formal disciplinary hearing:

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

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

3. All hearings shall be conduct- ed on the basis that the charged student organization is not in vi- olation until the preponderance of evidence proves otherwise.

4. The organization’s member representative(s) may inspect any evidence presented in support of the charges. Evidence may be pre- sented in defense of the group.

5. The organization’s member representative(s) may hear and question witnesses upon request if that witness is available. The representative(s) may hear and question witnesses testifying at a hearing.

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 hearing shall be furnished in writing to the student organization within two (2) working days following the hearing.

9. The organization’s registration 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 any individual, or any part of the University may be involved.

1. Sanctions for Student Organizations

The following sanctions may be imposed against a student organization for the violation of a UCF conduct regulation. This list is neither exhaustive nor in order of severity and may be enlarged upon or modified to meet the particular circumstances of any given situation.

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 recommendation of the hearing body.

4. Probation: Temporary restrictions of certain activities on the part of the organization as defined by the hearing body 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 or privileges, including, but not limited to, social activities, intramural competition, organizational competition, Homecoming, etc.

10. Organizational Suspension: Suspension of all organization activities with the exception of regular business meetings.

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

12. Appeals within the Student Organization Conduct Review Process

Student organizations found in violation as a result of a hearing may appeal that finding and sanction(s) imposed as a 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 or designee shall have fourteen (14) calendar days after receiving the appeal to review the case and render a decision.

Further administrative appeal may be made in writing by the student organization to the Vice President for Student Development and Enrollment Services or designee. Such appeal must be made within seven (7) calendar days after the date the student organization was notified of the Associate Vice President’s decision. The Vice President or designee may approve, modify or reject the original decision or sanction, or approve or reject the Associate Vice President’s decision. The Vice President’s decision will be considered final agency action. The Vice President of Student Development & Enrollment Services or designee shall have fourteen (14) calendar days after receiving the appeal to review the case and render a decision.

1. Demonstrated destructiveness such as car biting;

2. Amateur or non-licensed boxing matches or other non-professional full-contact sport competitions.

2. Procedures

Events may be sponsored by active registered student organizations (as defined by The Golden Rule). Events may only be scheduled after the activity has been planned with the Office of Student Involvement. Events include, but are not limited to lectures, speakers, celebrities, artists, musicians, entertainers, band parties, dances, socials, and fun/runs.

3. Calendaring

The Office of Student Involvement coordinates the calendaring process for events for active registered student organizations. Contact the Office of Student Leadership Programs or designee for assistance before planning or scheduling the event.

b. Registered events include any or all of the following elements, but are not limited to:

1. Recreational Burning - bonfires, torches, cookouts or any other form of open flame (also subject to approval by application and permit from Orange County Fire Rescue Services);

2. Use of alcohol;

3. Aircraft demonstrations or fly-bys;

4. Events such as mazes and haunted houses;

5. Events held outdoors including motor vehicle, bicycle and pedestrian races;

6. Events that will either sell food or have catered food available;

7. Events that will require Police, Physical Plant, Insurance, or any other similar services;

8. Events with exhibits, scenery, displays, or special effects such as lasers, light shows or smoke.

9. Assemblies of 50 or more persons where normal exit access is modified with furniture, staging, decorations, seating, etc.

10. Activities in excess of 150 persons.

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

a. Demonstrated destructiveness such as car biting;

b. Amateur or non-licensed boxing matches or other non-professional full-contact sport competitions.

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

1. Demonstrated destructiveness such as car biting;

2. Amateur or non-licensed boxing matches or other non-professional full-contact sport competitions.

2. Procedures

Events may be sponsored by active registered student organizations (as defined by The Golden Rule). Events may only be scheduled after the activity has been planned with the Office of Student Involvement. Events include, but are not limited to lectures, speakers, celebrities, artists, musicians, entertainers, band parties, dances, socials, and fun/runs.

b. Applications for approval shall be made in writing to the University’s Office of Student Involvement. The Office of Student Involvement will assist 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

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 clean-up, extra security, etc.

b. All restrictions and regulations, such as amplified sound, contact information, fees, advertising, and solicitation, placed on the event by the University are followed.

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 the current UCF liability coverage provided the required protection of the event 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 Involvement and/or the Police Department or by the University upon giving written notice to the event’s sponsors. The event is conducted as a free assembly if any disruptive or unsafe conditions exist. 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 events which are scheduled annually in University publications (classes, orientation, registration, etc.).
   b. A potentially hazardous event is defined as any activity that has the potential to result in some degree of harm to persons or in defacement or damage to public or private property. Examples include: open-air concerts, free assembly, bonfires, use of firearms, explosives or munitions, fireworks, helicopter or other aircraft landings, low level aircraft demonstrations, loudspeakers or fly-bys; motor vehicle races; gatherings in excess of 1,000 persons, including campus athletic events, which are not registered according to University policies. Active registered student organizations may register events 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 supervisor is required in advance. To obtain approval for such an event, the applicant must submit an application to the event requesting 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 Safety and Security 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. If an event is not being conducted 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.

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 and any requirement therein for clean-up crews, 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 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 the current UCF liability coverage appropriately for the event 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.

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 Security or his/her designee if that 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 sound amplification equipment on the Orlando campus (including Recreation 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 Student Union or Recreation and Wellness Center
   2. Director of Physical Plant (if event is held on any University property the Student Union or Recreation and Wellness Center)
   3. Director of Student Union (if event is held within the Student Union or 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 and any requirement therein for clean-up crews, 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 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 the current UCF liability coverage appropriately for the event 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.

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 Security or his/her designee if that 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.

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 Involvement. This does not pertain to Student Government Association elections.

G. Free Assembly Areas
   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 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.

In the absence of specific designation made pursuant to preceding paragraph 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 open grass area between the Kiosk and the Math and Physics Building 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;
   c. Open grass area bounded by the Chemistry Building and Apollo Circle to the north and south and the sidewalks to the east and west;
   d. The grounds near the northeast corner of the Arena, across the entry driveway and the service access road at that northeast corner;
   e. The area behind Health and Public Affairs 2, bordering the sidewalks and road adjacent to Engineering 2;
   f. The triangle formed by the sidewalks bordering Colbourn Hall, the John C. Washington Center, and the Colbourn Hall Faculty Parking lot.

H. Advertising and Signs
   Exterior signage is allowed for students sponsored activities, clubs and events to promote student participation.

1. Student organizations may use exterior signs to advertise activities, clubs, and events three times per semester.

2. All signs must be registered and properly “stickered.” Stickers may be applied for at the Office of Student Involvement and are issued by the director or his/her designee. Stickers may only be issued for 5 day increments, with provisions for renewal.

3. A maximum of three wood signs may be posted advertising an activity, club or event.

4. All signs must be removed by the posting organization within 24 hours after the registered event or immediately after the fifth day if the signs are not renewed. Signs not removed within the specified timeframe will be removed by Physical Plant and a $50.00 per sign charge levied. The sign will be removed after the fine has been paid at the “Cashiers” office, and credited to the appropriate account.

5. The placement of printed materials on vehicles, light posts, benches, trees and exterior doors are not permitted.

Signs must adhere to the following standards:

1. The maximum size of a sign is 4 feet by 8 feet.
2. Signs must be free standing
and not staked into the ground or hung, fastened or attached to shrubbery, trees, and light posts. Signs are not permitted in any street median.

3. All sign placement and design are subject to the discretion of UCF’s Student Union Event Services staff.

4. Signs can only be placed in locations designated on the UCF Signage Location Map.

5. 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 “Cashier’s” office, and credited to Account # 2421000, object code #9000.

These posting rule 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 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 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 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 with the boundaries 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 their 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 a NO SHOW. This information will be noted in Vendor’s file and could impact future reservations.

f. The market will end promptly at 5:00 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, reservation fees will be refunded to UCF’s Vendors who paid the fees. No prorated refunds will be issued if the market is held, but inclement weather occurs during the day.

h. Vendors are to purchase a parking pass on the days they will be on campus. Parking is available in Lot 1-400 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 placement of tables, displays, tents, or other items for solicitation purposes outside Pegasus Circle. UCF’s Police will be responsible for monitoring all such activities outside Pegasus Circle. Those violating this policy will be instructed to remove immediately and may be issued a trespass warning by UCF Police.

3. Campus Locations for Solicitation

Posters should not be fastened to or hung from shrubbery, trees, and light posts. Signs must be staked into the soil, not attached to trees, posts, poles or traffic lights. 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 engaging in such activities through on-campus 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, and 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 either the Director of the Student Union and 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, giveaway promotions, or signing of petitions.

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 all sidewalks, driveways, and parking areas.

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 they have an e-mail address at all times. To access their preferred e-mail account, students can visit the web portal at http://my.ucf.edu. Please choose your preferred name and password and provide your contact information. Students will receive a confirmation e-mail with a unique password.

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: http://my.ucf.edu.

Office of Student Rights and Responsibilities

UCF Student Resource Center, Room 155

407-823-6960

THE GOLDEN RULE 2005 - 2006