RIGHTS AND RESPONSIBILITIES FOR EARLY COLLEGE PROGRAM STUDENTS

Early College Program (ECP) students at SAIC have certain rights and responsibilities commensurate with those of degree-seeking students. These rights and responsibilities, which are subject to change from time to time, can be found at saic.edu/students (scroll down on left hand side under Forms, Guides, and Policies > Student Handbook). ECP students should refer only to sections entitled Student Rights and Responsibilities. The Student Rights and Responsibilities include SAIC’s specific policies and Student Rules of Conduct. All ECP students are expected to be familiar with and abide by the most current version of the Student Rights and Responsibilities as stated on the SAIC website, subject to the following modifications:

I. The following provisions of the Student Rights and Responsibilities do not apply to ECP students:
   • Student Participation In Institutional Government;
   • Off Campus Studies Experiences;
   • Health Insurance;
   • Accident Insurance; and
   • Student Employment Committee.

II. Allegations of misconduct will generally be resolved using the ECP Administrative Procedures described below. However, SAIC reserves the right, in its sole discretion, to use the Student Conduct Procedures or the Involuntary Withdrawal Procedures outlined in the Student Rights and Responsibilities to address certain allegations of misconduct or behavior that renders a student unable to effectively function in the SAIC community.

**ECP Administrative Procedures**

The Dean of Continuing Studies (DCS) or the Dean’s designee will review the allegation of misconduct and initiate an investigation. At SAIC’s discretion, the investigation may be conducted by the DCS, his designee or Campus Security. The investigator may seek to interview anyone, including the student accused of misconduct.

Any student who provides information to the investigator must provide truthful information. Providing information that is not truthful may constitute a violation of the Student Rules of Conduct. Students, including those accused of misconduct, are expected to cooperate in any investigation. If a student chooses not to cooperate, the investigation will continue and the matter will be resolved without the input of the student declining to cooperate.

During the course of the investigation, the student accused of misconduct may be restricted from being present on SAIC’s premises and/or attending classes.

Upon completion of the investigation, the DCS or designee will review the findings and then convene a meeting with the student accused of misconduct and, if available, the student’s parent or guardian. At SAIC’s discretion, the meeting may be conducted in person, by phone, or by electronic means.
At the meeting, the DCS or designee will review the allegation of misconduct and discuss the findings of the investigation with the student. The student will be given the opportunity to explain his/her conduct.

At the conclusion of the meeting, the DCS or designee usually will proceed to render a determination as to whether it is more likely than not that the student engaged in an act of misconduct in violation of SAIC’s Student Rights and Responsibilities. The DCS or designee will discuss this finding with the student. If an ECP student is found to have committed a violation, the DCS or designee will determine the sanction, if any, to be imposed upon the student. In extraordinary circumstances, the DCS or designee may take the matter under consideration, rather than making a determination at the conclusion of the meeting; in such circumstances, the DCS or designee will communicate the outcome of the meeting to the student as soon as possible following the conclusion of the meeting.

Sanctions are imposed at the sole discretion of the DCS or designee and may include expulsion from the program and/or the residence hall. In addition, an ECP student found to have violated SAIC’s Rights and Responsibilities may be prohibited from applying to other programs conducted by SAIC, including degree programs.

In its discretion, SAIC may choose to use procedures and sanctions that differ from the procedures and sanctions that might be applied to a degree-seeking student accused of similar misconduct. Reasons for different handling of ECP conduct issues include the nature of the ECP program, the brief duration of ECP course offerings, the ages of ECP students, and other relevant factors.

In addition to the Rights and Responsibilities as outlined above, ECP students residing in the SAIC residence halls must abide by the most current version of the ECPSI Housing Handbook as found at saic.edu/ecpsi in Forms and Downloads.