Each student at State College of Florida, Manatee - Sarasota shall be subject to the rules and policies of the institution.

**General Statement**

State College of Florida, Manatee - Sarasota is dedicated not only to the advancement of knowledge and learning, but is also concerned with development of responsible personal and social conduct. Its mission includes maintaining high standards of conduct to foster a climate of excellence; to provide opportunity and access for all; and create a supportive, personalized environment for maximum-student achievement by sharing responsibility for this mission, students and college personnel are joined in a voluntary college community.

**General Expectations**

Each student, by applying to and registering for classes at State College of Florida, Manatee - Sarasota, assumes an obligation to conduct herself/himself in a manner compatible with the College’s function as an educational institution and to obey the laws enacted by federal, state, and local governments. Furthermore, a student assumes the responsibility for becoming familiar with and abiding by the general rules of conduct published in the College catalog, the student handbook, and other College publications. Violation of any rules of conduct may lead to disciplinary warning, probation, restitution, suspension, dismissal, or other appropriate and authorized action.

State College of Florida, Manatee - Sarasota expects its students to be mature and responsible citizens at all times and places. Any student representing SCF or otherwise enjoying the privilege of attending SCF, whose conduct or dress, whether on or off campus is in violation of local, state or federal law, is a public nuisance, or is improper and/or detrimental to the College, may be subject to disciplinary action as stated in SCF Procedure 4.10.01: Disciplinary Proceedings for Violation of Standards of Student Behavior.

Students are expected to respect the rights and welfare of other members of the College community and its guests. This College recognizes that a thoughtful and reasoned search for truth can be conducted only in an atmosphere that is free of intimidation and coercion. As such, violence, the threat of violence, disruption to the learning process, and intimidation are unacceptable to the College community.

Students who are parents, or assume a parental role, have the responsibility to arrange suitable care for their children while they attend class. State College of Florida, Manatee - Sarasota does not have child care accommodations. Students are not permitted to bring children to class nor should children be left unattended in halls, building offices, or on campus. The College reserves the right to protect the safety and welfare of unattended children.

Finally, students are expected to assume full responsibility for their behavior and will be held accountable for their individual and/or collective actions.

**Conduct**

The following actions are prohibited on campus, in any off-campus housing sanctioned by the College, at any College related activity, or at other locations as may be provided by law.
1. Academic Ethics

State College of Florida, Manatee - Sarasota expects all members of the College community to conduct themselves in a manner befitting the College’s tradition of honor and integrity and assist the College in maintaining this tradition by reporting suspected violations of academic integrity to appropriate faculty and/or administrative staff.

These guidelines define a context of values for individual and institutional decisions concerning academic integrity. It is every student’s responsibility to become familiar with the standards of academic ethics at the College. Claims of ignorance, unintentional error, or academic or personal pressures will not excuse violations.

The following is a partial list of the types of behavior which breach the College academic ethics guidelines and are therefore unacceptable: plagiarism, cheating on examinations, forgery, sabotage, unauthorized collaboration, or falsification of information. Attempts to commit such acts fall under the term academic dishonesty and are subject to penalty.

2. Computer Ethics

The College believes that while computers may enhance our abilities to communicate and enhance the means by which we do so, the basic ethics and rights of privacy and ownership of property must be maintained. Since College computing facilities are available to and used by all segments of the College community, each computer user must act responsibly to maintain and protect the rights of others. When there is an indication of abuse, which either interferes with the proper functioning of the system or impinges on another user’s rights, Computer Services staff will conduct an in-depth investigation. This may necessitate accessing a user’s files to gather evidence or to protect the system for other users. Findings of each investigation will be forwarded to the Department of Public Safety for follow-up action.

3. Campus Regulations

Students applying, registering, and enrolling in any of the College’s education programs are bound by all campus regulations which are essential to the effective, lawful, moral, and orderly educational process. All campus regulations are applicable to all students of the College, all persons engaged in employment either on the campus or on other property used for educational purposes by the College, and all visitors, licensees, organizations, and invitees.

Topics addressed by campus regulations include, but are not limited to, personal and social behavior, cell phone etiquette, pets on campus, and wheeled motorized traffic.

Examples of prohibited conduct are published in the College catalog, student handbook, and other College publications including SCF Procedure 4.10.01: Disciplinary Proceedings for Violation of Standards of Student Behavior.
4. Religious Observances

SCF shall attempt to reasonably accommodate the religious observance, practice and belief of individual students in regard to admissions, class attendance, and the scheduling of examinations and work assignments. SCF Procedure 2.26.01 requires the student to provide the instructor(s) with advance notification of the purpose and anticipated length of any absence. At that time the instructor and the student will agree upon a reasonable time and method to make up any work or tests missed.