UNDERGRADUATE STUDENT HANDBOOK 2026-2027

Compiled by the Office of Student Life and Christian Mission
This edition supersedes all previous editions.

The Undergraduate Student Handbook serves as a guide to help you successfully navigate the student experience at Campbell University. The Handbook provides information about your rights and responsibilities as a student at Campbell and prepares you to navigate the policies and procedures of campus life. The expectations and policies of the Undergraduate Student Handbook are applied to students who are actively enrolled in an academic program at Campbell University. When admitted to the University, the student accepts these expectations and becomes responsible for knowing and abiding by all policies, regulations, and guidelines of the University as published in the University Bulletin and the Undergraduate Student Handbook. Students are also subject to the laws of the state of North Carolina.

This handbook should not be construed as an offer to contract or as a contract between the University and any student. Campbell University, Inc. reserves the right to alter the terms and conditions of this handbook without prior notice. Please refer to the Campbell University website for the most current version of this handbook.

President's Welcome

Hello Campbell University students! As you navigate all that your collegiate journey entails, this Student Handbook will become an invaluable resource. Be sure to use it early and often! I invite you to take time now to familiarize yourself with the range of policies, procedures, and expectations mapped out in this document. The more you know about the services and opportunities available to you, the easier your pathway to graduation will become. As a brand-new Camel myself, I am grateful for the wonderful array of offices and personnel across the campus that stand ready to answer questions and to provide guidance…the Campbell community really cares! From housing to safety to grade appeals, the Student Handbook is your go-to source for information about being an undergraduate at Campbell. I offer you my personal best wishes as you move forward in your studies and as you immerse yourself in all that university life offers. Camels, let's roll!

Dr. William M. Downs, President
Campbell University

Table of Contents

President's Welcome 1
Mission Statement 7
To Fulfill its Mission, The University: 7
Code of Honor 8
General Information 9
Academic Calendar 9
Academic Support Services 9
Camel Card 9
Obtaining a Camel Card 9
Lost or Stolen Card 9
Camel Bucks and Creek Bucks 10
Unused Funds 10
Camel Direct Textbook Program 11
FERPA/Privacy of Student Information 11
Health Services 12
Website: Health Center 12
Insurance 12
Information Technology Services (IT Services) 13
Offices Within Department: 13
Department Contact Information 13
Family Educational Rights and Privacy Act (FERPA) 13
Lost and Found 14
Participation of Students in Institutional Decision-Making 14
Student Financial Services 15
Bursar's Office: 15
Financial Aid Office: 15
Veteran Affairs Office: 15
Department Contact Information: 16
Websites: 16
Technology Use & Information 16
Visiting Speakers 16
Student Groups 16
Academic Visiting Speakers 17

Voter ID Card 17
Academic Misconduct 18
Academic Conduct Statement of Principle 18
Definition 18
Faculty Actions and Student Sanctions 19
Appeals Related to Academic Misconduct 20
Appeal of Suspension Due to Academic Misconduct 20
Removal of Transcript Notation on Academic Misconduct 21
General Academic Appeals 21
Undergraduate/Graduate Non-Academic Student Grievance Policy 22
Classroom Behavior 22
Responsibilities of Participating in Community 24
Living in Community 24
Personal and Communal Responsibilities 24
Community Standards Conduct Process 26
Notice 26
Interim Actions (Behavioral Assessment Team review) 27
Hearings 27
Informal Hearing 27
Formal Hearing 28
Alternative Dispute Resolution 29
Appeals 29
Formal Hearings and Appeals Committees 30
Executive Student Conduct Committee 30
Executive Appeals Committee 30
Summer Terms and Vacation Periods 30
Records 30
Violations of Law 31
The Student Code of Conduct 32
Alcohol 32
Prohibited, Illegal Drugs, and Controlled Substances 32
Sexual Offenses 33
Behavioral Offenses 34
Property and Environmental Offenses 36
Weapons, Explosives, Firearms, and Fireworks 37

Possible Sanctions 38
Medical Amnesty Policy 39
Institutional Policies 41
Anonymous and Obscene Phone Calls 41
Bias Incidents 41
What Should I Report? 41
Who Can Report? 41
What Happens After I Report? 42
Complaints/Grievances 43
Demonstration Resolution 43
Drones: Unmanned Aircraft Systems (UAS) 44
FAA Regulations 45
Failure to register 45
Electric Mobility Devices (EMDs) 46
Registration Requirement: 46
Free Expression and Academic Freedom 47
Inclement Weather 47
Adult & Online Campuses: 48
Student Clinical or Internship Activities: 48
Involuntary Removal from Campus Housing 48
Respect for Authority 50
Smoking and Smokeless Tobacco 50
Solicitation 50
Withdrawal from the University 50
Residence Life & Housing 52
Undergraduate On-Campus Housing 52
Housing Deposits 52
Residence Hall/Apartment/Fraternity & Sorority Village Housing Agreement 53
Disabilities Services 53
Service & Emotional Support Animals 53
Room Assignments 54
Meal Plans 54
Check-In Procedures 55
Check-Out Procedures 55
Early Arrival/Extended Occupancy 55

Hall Closing 56
Room Changes 56
Consolidation 56
Hall Meetings 56
Hall and Room Checks 56
Health & Safety Checks 57
Housekeeping 57
Fire Safety 57
False Fire Alarms 58
Community Billing 58
Guest Policy 60
Overnight Guests 60
Quiet Hours 60
Housing Access 61
Housing Furnishings 61
Refrigerators 62
Room Decorations 62
Personal Property 62
Ledges 62
Internet 62
Weapons 62
Additional Rules 63
Policy Adjudication 63
Safety, Well-Being, and Access 64
Student Right to Know and Campus Security Act 64
Campus Safety and Parking Services 64
Department's Role/Function/Services Offered: 64
Department Contact Information: 65
Student Care 65
Confidential Crime Reporting (Silent Witness) 65
Counseling Services 65
Disability Services 67
Services Offered: 67
Service Fees: 67
Appeal Policies: 67

Emergency Contact Information 68
Food Insecurity Resources..... 68
Spiritual Life..... 68
Contact Information 71

Mission Statement

The mission of Campbell University is to graduate students with exemplary academic and professional skills who are prepared for purposeful lives and meaningful service. The University is informed and inspired by its Baptist heritage and three basic theological and biblical presuppositions: learning is appointed and conserved by God as essential to the fulfillment of human destiny; in Christ all things consist and find ultimate unity; and the Kingdom of God in this world is rooted and grounded in Christian community. The University embraces the conviction that there is no conflict between the life of faith and the life of inquiry.

To Fulfill its Mission, The University:

1. presents a worldview informed by Christian principles and perspectives.
2. affirms that truth is revelatory and transcendent as well as empirical and rational, and that all truth finds its unity in Jesus Christ.
3. influences development of moral courage, social sensitivity, and ethical responsibility.
4. gathers a diverse community of learners.
5. delivers academic instruction in the liberal arts and sciences and professional preparation at both undergraduate and graduate levels through traditional, extended campus, and online programs.
6. transfers to students the vast body of knowledge and values accumulated over the ages.
7. encourages students to think critically and creatively.
8. fosters the development of intellectual vitality, physical wellness, and aesthetic sensibility.
9. forges a community of learning that is committed to the pursuit, discovery, and dissemination of knowledge.
10. provides students with opportunities for servant leadership and community engagement, with an emphasis on underserved communities.
11. cooperates with other educational institutions to expand learning opportunities for students.
12. offers service and other opportunities to the greater community through athletics, continuing education, and cultural enrichment programming

Code of Honor

The Code of Honor of Campbell University arises directly out of the institution's Mission Statement and reflects basic principles which are rooted in the Christian faith. The University cultivates an educational community that seeks to reflect these principles and the hallmarks of character, initiative, and calling enliven the community experience and serve as a framework of shared language and values.

Personal integrity in the pursuit of knowledge requires intellectual honesty and transparency in the scholarship of students. Consequently, it is the responsibility of the university to provide students with a code of honor that encourages responsible citizenship and respectful participation in the educational experience, and provides an environment where students can grow spiritually, morally, and intellectually.
The Code of Honor offers practical guidance for a meaningful and productive way of life.

A student who attends Campbell University commits to upholding the Code of Honor as a participating and contributing member of the community:

- To uphold at all times and in all places, both on- and off-campus, the University's Mission Statement.
- To protect the property rights of others from theft, damage, or misuse.
- To adhere to all college policies and regulations, including the rules governing the use of facilities, housing on and off the campus, and campus organizations.
- To obey, respect, and uphold all local, state and federal laws.
- To be honest in all behavior, never cheating, plagiarizing, or knowingly giving false information.
- To exemplify principles of honor, integrity, and morality, and to help others fulfill their obligations under this code.
- To treat all other students, faculty, and staff with respect and dignity, refraining from abusive behavior, sexual exploitation, solicitation, harassment, or other Title IX prohibited behaviors.



General Information

Academic Calendar

The university's academic calendar can be found here: Calendar or by contacting the Registrar's Office at (910) 893-1365.

Academic Support Services

Academic Support Services offers individual and group assistance to aid in student success. Students can request tutoring, Supplemental Instruction, Group Review Sessions, Success Coaching and Writing assistance through the Academic Support Services website or CU Succeed. For more information, visit Academic Support Services

Department Contact Information:
Email: tutoringga@campbell.edu
Phone: (910) 814-4363
Website: Academic Support Services

Address Maintenance

Students must immediately inform the Registrar's Office of any change in their physical or mailing address in person or here. This form can be delivered to the Registrar's Office or emailed to registrar@campbell.edu.

Camel Card

The Camel Card is your student ID card that provides access to housing, meal plan, Camel and Creek Bucks. Each Camel Card will include a photograph which clearly shows the face of the cardholder. Students must not wear a hat, head covering, or dark glasses for the photograph used for a Camel Card ID. Campbell University reserves the right to make exceptions to this rule to accommodate a Cardholder's religious practices or medical condition. Campbell University has the right to determine, in its sole discretion, if a photograph meets the above standard and to require the Cardholder to be photographed again to meet this standard ID Cards

Obtaining a Camel Card

In order to obtain a Camel Card, a student must be an accepted applicant or registered student and present a valid picture ID. Valid picture ID includes valid driver's license, state ID and passports. Camel Cards are made in the Bryan Hall Lounge, Suite 9. Camel Cards may be made at various locations on campus during orientation, registration, and other peak periods. Students and guests will be notified of locations during these times.

Lost or Stolen Card

Cardholders must notify the Campbell University Office of Student Life if their Camel Card is lost or stolen. Their office is located in the Wallace Student Center. Students may also go to Card Replacement Request and request a new ID card. Upon notification, the lost or stolen card will be deactivated and a new card issued. **Please note: A $25 charge will be added to student accounts for each replacement card.**

Liability of a Cardholder will not exceed fifty dollars ($50.00) for unauthorized transactions if the loss is reported within one (1) business day of the actual loss. If a lost or stolen card is not

reported within one (1) business day, the Cardholder will assume liability for unauthorized transactions. Campbell University will have no liability if the lost or stolen card is not reported within one (1) business day of the loss or theft.

Cardholders will be charged for all replacement cards. A new card will be issued at no charge to a Cardholder if the magnetic strip no longer works and/or if the card is older than four (4) years. If a Cardholder's status as either a student or staff changes; or if the Cardholder's name changes, a new card will be issued without charge. A new card will only be issued to students and staff when the change is made effective at the appropriate office.

The following fees will apply to all cardholders with the exception of provisions stated in the items above:

- Initial Card (Undergraduate/Graduate):No charge
- Initial Card (Staff/Faculty):No charge with HR Employee ID Authorization
- Replacement (per incident):$25.00
- Returned checks:$25.00

Fees subject to change without notice.

Camel Bucks and Creek Bucks

The Camel Card also serves as a University Declining Balance Card for Creek Bucks purchases. Funds are deposited and used at various locations as defined below.

- **Camel Bucks:** Associated with meal plan purchases and are redeemable at all On Campus Dining locations These funds do not carry over from semester to semester. At the end of the semester when the meal plan terminates, any unused Camel Bucks will be erased.

- **Creek Bucks:** Funds deposited on the Camel card which are redeemable at the Campbell University bookstore, vending, and all On Campus Dining locations . Balances carry forward as long as the student is actively enrolled or employed at Campbell University.

Students and family/friends can add Creek Bucks by visiting: Campus Card Center

Unused Funds

The Camel Card declining balance deposits are interchangeable through all semesters. Upon graduation or withdrawal from the university, funds will be returned to the Student Account. If the transfer of funds from the Camel Card to the Student Account creates a credit balance, a refund will be generated. Students are encouraged to verify book costs prior to depositing funds onto the Camel Card as excess funds transferred will not be returned until the student leaves Campbell University.

Camel Direct Textbook Program

All undergraduate students will be assessed the Camel Direct Textbook Program fee in accordance with the published tuition and fees schedule. Please visit Camel Direct Textbook Program for more information on Main Campus Camel Direct and AOE Camel Direct Textbook Program for more information on AOE Camel Direct.

*Freshman and transfer students: Camel Direct accounts will not be activated until 48 hours after schedules have been finalized. Due to this, the message "*your course materials are unavailable at this time" will be seen,* if logging in before schedules are finalized.

In accordance with federal regulations, Campbell University must establish a policy under which an eligible Title IV financial aid recipient may opt-out of the flat-rate Camel Direct Textbook program. ***This policy applies to both Title IV recipients and non-Title IV recipients.***

FERPA/Privacy of Student Information

The Family Educational Rights and Privacy Act of 1974, 20 U.S.C. § 1232g, (FERPA) is a federal law that protects the confidentiality of student information. More specifically, FERPA protects personally identifiable information in students' education records from disclosure without written consent unless an exception to the consent requirement applies.

At Campbell University, FERPA protections go into effect on the first day of classes of the student's first term of enrollment.

As outlined in Campbell's FERPA Statement, FERPA affords students who have attended a post-secondary institution the following rights related to their education records:

- Inspect and review information in their educational records.
- Request a correction to their record.
- Have some control of the disclosure of personally identifiable information from these records (restrict the release of directory information or authorize the disclosure of non-directory information).
- Share academic records and financial records with parents and guardians.
- File complaints with the U.S. Department of Education Family Policy Compliance Office (600 Independence Ave. SW, Washington, DC 20202).

More FERPA Information can be found at the following links:

- FERPA – U.S. Department of Education
- FERPA Release Form

Health Services

The Campbell University Health Center is an outpatient physician practice which provides health services to students, faculty, staff, and their dependents, and to the Harnett County community. Pharmacy services are also available for students when seen at the Health Center and for employees who are members of the University Health Insurance Plans.

The Health Center is located at 129 T.T. Lanier Street across from the rear entrance to the Taylor Hall of Religion. The Pharmacy is located in the Health Center, and patients should enter at the Judge Taylor Road side entrance.

Phone: (910) 893-1560
Hours: Monday – Friday, 8:30am – 4:30pm
Website: **Health Center**

Immunizations

All students entering any North Carolina four-year college or university are required by state law to show proof of certain immunizations. This applies to all students who meet one or more of the following criteria:

- Enrolled in on-campus, in-person courses
- Taking any class of four or more credit hours
- Living in an on-campus residence facility
- Taking any courses that meet during the day

Students who meet any of these criteria must submit a Certificate of Immunization, or Official Immunization record must be presented on or before the date the student first registers for a semester.

For more information, contact the Health Center:
Phone: (910)893-1560
Hours: Monday – Friday, 8:30am – 4:30pm

Insurance

Campbell University offers a student health insurance plan open to full-time main campus undergraduate (at least 12 credit hours) and graduate and professional program students (registered for at least six (6) credit hours).

Full-time main campus undergraduate, College of Pharmacy and Health Sciences (CPHS), and School of Osteopathic Medicine (CUSOM) students are **required** to carry a health insurance plan that provides coverage while in the state of North Carolina. To ensure this requirement is fulfilled, students must either submit a waiver with proof of existing coverage or enroll in the student health insurance plan, each academic year. International students are required to enroll in the student insurance plan.

Failure to submit an approved waiver by the deadline will result in default enrollment in the student insurance plan.

Waiver for Student Health Insurance
Campbell University provides the policies and processes for waiving student health insurance coverage. Students with existing coverage under a personal plan may submit an online waiver to opt out of the insurance plan. Only full-time Main Campus Undergraduate, CPHS, and CUSOM students are required to either submit a waiver through the online portal with proof of existing coverage or enroll in the student insurance plan.

Please note we only accept waivers through the online insurance portal. This portal is facilitated by the insurance company. Waiver submissions are verified and confirmed by the insurance company. Campbell University will bill or credit student accounts according to the insurance company's waiver decision.

Waiver and insurance information: Health Insurance-Bursar's Office

Information Technology Services (IT Services)

IT Services provides technology and support services to students, faculty, and staff.

Offices Within Department:

- Academic Technology
- Digital Media Services
- Enterprise Systems
- Help Desk
- Information Security and Privacy
- Infrastructure and Operations

Department Contact Information
Email: helpdesk@campbell.edu
Phone: (910)893-1208
Website: Information Technology Services

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) requires that Campbell University, with certain exceptions, obtain written consent prior to the disclosure of personally identifiable information from your education records. However, Campbell University may disclose appropriately designated "directory information" without written consent, unless students have advised Campbell University to the contrary in accordance with Campbell University procedures.

If students do not want Campbell University to disclose any or all of the types of information designated below as directory information from their education records without their prior written consent, they must notify the Campbell University Office of the Registrar, J.A. Campbell Administration Building,

Post Office Box 367, Buies Creek, NC 27506, in writing by **September 1**. At any time after restricting the release of their directory information, a student may file a written revocation to authorize the University to release directory information.

Campbell University has designated the following information as directory information:

- Student name
- Dates of attendance
- Degree(s) received
- Academic major(s) and minor(s)
- *Current student address
- Student's Campbell University email address
- Telephone number(s)
- Academic classification (freshman, sophomore, etc.)
- Academic Dean's and President's Lists
- Membership in academic honor or service organizations
- Elected member of the Student Government Association
- Last institution attended
- Most recent institution attended
- Participation in officially recognized activities and sports
- Weight and height of members of athletic teams

*Campbell University does not consider a parent's address directory information. A separate parent address should not be disclosed without prior written consent from the student.

A student's academic standing — such as "in good standing" or "eligible to return" — should not be designated as directory information under FERPA. By process of elimination, those who are "not in good standing" could be identified and this would be considered an invasion of privacy under FERPA.

Directory information does **not** include a student's Social Security number.

Lost and Found

Lost and Found articles should be reported to the Welcome Center Desk in the Oscar N. Harris Student Union.

Phone: (910) 893-1551

Participation of Students in Institutional Decision-Making

The University values greatly the voice of its students and encourages the Student Government Association (SGA) to serve as a forum through which students may express their opinions and concerns on University matters which impact them. SGA also influences the University's decision-making process through the participation of its members.

Student Financial Services

Student Financial Services at Campbell University assists students and parents with financial aid, billing, payments, student health insurance, University deposits, and various other student account needs. They provide accurate, timely, and courteous student account and financial aid assistance to students, families, and University personnel.

Bursar's Office:

- Student financial check-in and bill clearance (required each semester)
- Student financial responsibility agreement
- Student billing
- Student account payments and monthly payment plans
- Outside scholarships (church, civic organizations, etc.) and 529 plans
- Student refunds
- Third party/sponsored billing
- Student health insurance
- Camel Direct opt-outs
- eCommerce storefronts and payment card compliance
- Past due balances and collections

Financial Aid Office:

- Administers all Title IV financial aid
- Assists with Free Application for Federal Student Aid (FAFSA) questions
- Communicates information on financial aid
- Assists with Verification process
- Loan counseling
- Scholarship assistance
- Estimated cost counseling
- Federal Work-Study program

Veteran Affairs Office:

- Point of contact for student's utilizing VA benefits
- Assists with application for VA benefits
- Prepares estimated cost to include VA benefits
- Processes enrollment certifications
- Resource area for VA students
- Military affiliated scholarship assistance

The IRS requires the University to issue Form 1098-T, "Tuition Payments Statement," to students by January 31. Form 1098-T is an information tax document to aid taxpayers in determining whether they are eligible to claim a tax deduction or one of the education tax credits on their federal income tax return. Form 1098-T is available online through Self-Service for all students to view and print by January 31. Access to Self-Service is limited when students graduate or withdraw from the University. In such cases, Form 1098-T will be printed and mailed to the address on file with the University. The University will mail the form via the U.S. Postal Service no later than January 31, as required by the IRS.

Department Contact Information:

Email: sfs@campbell.edu
Phone: (910)893-1244/(910) 893-1311
Office Hours: Monday – Friday 8:30am – 5:00pm
Websites:
Student Financial Services
Veteran's Affairs

Technology Use & Information

Computer and network information resources are for the use of Campbell University students, faculty, and staff, and are only for the educational, academic, research, and business purposes of the university. Campbell University reserves the right to alter access, availability of access, and the terms of this agreement at any time, for any reason. The use of university information resources is governed by the policies and regulations as outlined in this document and those regarding student conduct found in the Student Handbook. Violations of these regulations will be reported to the appropriate dean and/or department with appropriate disciplinary action taken. Under no circumstances are users of University information resources authorized to engage in any activity that is illegal under local, state, federal, or international law while utilizing University-owned resources or conducting University business. Prohibited activities are listed in the link below. The lists are by no means exhaustive, but rather attempts to provide a framework for activities, which generally fall into the category of unacceptable use.

Students must respect the priority of academic use of the University network. Students are personally responsible for any activities originating from their network connection.

Technology Policy for Students

Visiting Speakers

Campbell University encourages open and on-going intellectual and civil discussion. Campbell University respects the rights of all members of the academic institution to explore and discuss questions and subjects that interest them, listen to various viewpoints, and to express their perspectives in constructive and meaningful ways.

It is expected that any speakers and organizations will respect all Campbell University policies when using facilities. Events and speakers shall in no way violate the purpose, property, policies, or guidelines of Campbell University. Campbell University maintains the right to determine if a speaker is not appropriate for the Campbell community, and may refuse to allow any speaker on campus for any reason.

Student Groups

All student organizations, student groups, and student clubs wishing to schedule speakers from outside Campbell University must submit the event request through Campbell Involved for approval 30 business days (excluding University closures and holidays recognized by the University) before the event. The event must be approved by the group's advisor and Campbell University Student Life and Christian Mission.

Academic Visiting Speakers

All academic departments, organizations, and groups wishing to schedule speakers from outside Campbell University must obtain written approval 30 university business days before the event from the group's advisor and the Vice President for Academic Affairs and Provost.

Voter ID Card

Campbell University has adopted a process to issue voter photo identification cards (Voter ID) to currently enrolled students who wish to vote in state and federal elections in North Carolina. Voter IDs issued through this process are separate from the campus identification card issued to all enrolled students and serve no other purpose than as a verified card issued by Campbell University to the student for use at a polling location in North Carolina as proof of identity.

Academic Misconduct

Academic Conduct Statement of Principle

The Mission Statement of Campbell University states the mission of the University "is to graduate students with exemplary academic and professional skills who are prepared for purposeful lives and meaningful service." Consistent with this mission, the University expects students to exhibit ethical responsibility and personal integrity in their academic pursuits.

The University Code of Honor states that members of the University community should be "honest in all behavior." As such, academic misconduct and violation of the Honor Code is prohibited.

Each student at Campbell University therefore, is expected to personally demonstrate academic integrity. That is, each student should:

a) have an unwavering commitment to doing the best they can with their own intellectual resources,
b) be truthful in all matters,
c) maintain appropriate confidentiality when representing the University, and
d) should encourage academic integrity among all fellow members of the University community.

By joining this University community, each student acknowledges and agrees to abide by the precepts stated above.

Definition

Students are expected to uphold the high standards set forth above in all their academic pursuits. Regrettably, there are occasional lapses. Examples of academic misconduct include, but are not limited to, the following:

1. Providing assistance to another during an exam or on another assignment in a manner not authorized by the instructor.
2. Copying from another student's work, lab report, test, etc.
3. Attempting to give or receive information relative to assignments, papers, quizzes, exams, etc., in wrongful and inappropriate ways.
4. Providing specific information about a previous test, project, or other assignment which could thereby result in another person gaining an unfair advantage.
5. Allowing one's work to be presented as the work of someone else.
6. Providing any unauthorized papers, notes, materials, etc. to another person.
7. Using the words, ideas, or information of another source directly without properly acknowledging that source. This includes the use of work (or data) from another student, another author, the Internet, commercial services, artificial intelligence (AI), any portion of a computer program or data file, etc.

8. Utilizing at any time or in any manner not previously authorized by the instructor any portion of an exam or other material intended to be used for evaluation purposes in advance of its administration.
9. Submitting the same work for more than one class without the knowledge and permission of all involved instructors.
10. Attempting to influence or modify a grade or academic record in inappropriate or unfair ways.
11. Concealing, removing, or destroying materials intended for the use of others.
12. Consulting with other students on projects, papers, labs, assignments, etc. where such collaboration is not allowed by the instructor.
13. Inappropriately using technologies in such a manner as to gain unfair or inappropriate advantages.
14. Forging, falsifying, or fraudulently using university documents.
15. Recording, scanning, or taking pictures of lectures/exams/quizzes/etc. without permission and utilizing them for private or public purposes.
16. Disclosing confidential information to unauthorized sources.
17. Failing to report instances of academic misconduct to appropriate officials.
18. Lying in official matters, such as purposely furnishing false information.

Faculty Actions and Student Sanctions

Whenever issues of academic misconduct arise, such as described above, the instructor must determine the appropriate course of action. The instructor shall retain complete discretion in handling such situations and in awarding grades they deem appropriate. The faculty member's decisions may be tempered by:

a) A concern for seeking, discovering, and upholding truth.
b) A concern for fairness to all students.
c) A concern to uphold appropriate expectations on matters of academic honesty and integrity.
d) A concern for determining and applying sanctions commensurate with the gravity of the offense.
e) A concern of appropriate care for the well-being of (a) student(s) and of the broader academic community.

Several courses of action are available to the instructor. For example, an instructor may, among other possibilities, counsel with the student as an initial means to educate and/or reform, counsel with the student and issue an initial warning, or allow the assignment to be rewritten or the test/quiz/exam to be retaken. Should the offense be sufficiently grievous that the instructor believes a sanction is in order, instructor may:

a) assign a lower grade on the assignment, paper, quiz, test, lab report, etc., or
b) assign a lower or failing grade for the course.

Should either of these sanctions be applied, the instructor shall:

a) inform the student of the grade and the reason(s) for which it was assigned, and
b) send notification to the office of the Vice President for Student Life and Christian Mission documenting the sanction for academic misconduct to be placed in the student's conduct file.

Once a student has received a sanction in a course for academic misconduct, the student will be prohibited from officially dropping or withdrawing from the course.

Should a student be assigned a second sanction as a result of academic misconduct, as verified in the Office of Student Life and Christian Mission, it is generally expected the student will be suspended from the University for at least the remainder of the current semester and the following semester. A notation will appear on the student's transcript: "Academic Suspension."

Appeals Related to Academic Misconduct

The instructor retains complete discretion in the awarding of grades they deem appropriate. Should a student wish to appeal a grade decision by an instructor as a result of academic misconduct, the appeal shall be made to the Chairperson of the Academic Conduct Committee of the Faculty. In cases of a grade decision that is not the final course grade, the appeal must be made in writing within three (3) business days of receiving the grade. In cases of a grade decision that is the final course grade, the appeal must be made in writing no later than one week after the beginning of the next academic term.

The Committee will review the written appeal, and may, at its discretion, meet with the student and/or the instructor. Written notification of the Committee's decision shall be sent to the student, to the faculty member, to the Dean of the school to whom the instructor reports, and to the Vice President for Student Life and Christian Mission. Should the result of the appeal be to affirm the student's appeal by overturning the decision of the instructor, the Committee chair shall direct Student Life and Christian Mission personnel to remove the sanction letter from the student’s file. The student will also have the right to appeal in writing to the Dean of the school to whom instructor reports. The student must submit the appeal within three (3) business days of being informed of the Committee’s decision. The decision of the Dean, or of their designee, is final. Should the result of the appeal be to affirm the student's appeal by overturning the decision of the faculty member and the Committee, the Dean/Dean's designee shall direct Student Life and Christian Mission personnel to remove the sanction letter from the student's file.

Appeal of Suspension Due to Academic Misconduct

In cases of a second offense, where the student is to be suspended from the University, the student has the right to appeal the suspension to the Executive Student Conduct Committee. The appeal must be made in writing to the Vice President for Student Life and Christian Mission within three (3) business days of receiving from that office notification of the suspension. The Committee will review the written appeal, and may, at its discretion, meet with the student and/or the instructor. The decision of the Executive Student Conduct Committee regarding the suspension is final, with no further appeal allowed.

Written notification of the Committee's decision shall be sent to the student and to the instructor. A copy of the notification will be filed both in the student's conduct file in the Office of Student Life and Christian Mission and in the Registrar's Office. If the Committee decision is to uphold the suspension, a representative of the Office of Student Life and Christian Mission shall inform the Registrar to enter a notation on the student's transcript: "Academic Suspension."

Removal of Transcript Notation on Academic Misconduct

A student who has undergone suspension, but re-enrolled with the University, may petition the Office of Student Life and Christian Mission to have the transcript notation "Academic Suspension" removed from the student's transcript. In such cases, the following considerations must be met:

1. The student must have achieved senior status (98 semester hours).
2. In cases where the suspension was accompanied by a course grade of F being assigned, the student must have retaken and received a passing grade in the same course.
3. The student must have had no subsequent instances of academic misconduct.
4. The student must write a letter to the Office of Student Life and Christian Mission requesting a review of the record, with subsequent removal of the transcript notation.

Upon receiving a student's written request for removal of the transcript notation, the Vice President for Student Life and Christian Mission or designee shall review the record to determine if the above considerations have been met. In cases where the required considerations have not been met, the student will be notified in writing, with a copy of the correspondence preserved in the student's conduct file. In cases where they have been met, the Registrar's Office will be notified in writing, with a copy of the correspondence filed in both the Student Life and Christian Mission Office and the Registrar's Office. The Registrar shall then remove the notation "Academic Suspension" from the student's transcript. In any case involving removal of the transcript notation "Academic Suspension," only the notation itself shall be removed; all official correspondence relative to the situation shall be retained in the student's file in the Registrar's Office.

General Academic Appeals

Academic appeals are handled within the appropriate college or school. Any grievance of a student relating to an academic matter shall first be discussed with the appropriate instructor. Every effort should be made to resolve the matter at this level. If the grievance cannot be resolved with the instructor, the student shall discuss the matter with the appropriate department chair. If the grievance cannot be resolved with the department chair, the student shall discuss the matter with the Dean of the school to whom the instructor reports. The decision of the dean in the academic matter is final.

Undergraduate/Graduate Non-Academic Student Grievance Policy

If a Campbell University student (undergraduate or graduate) has a grievance of a non=academic or non-discipline matter, the student may submit the grievance in writing to the Office of the Vice President for Student Life and Christian Mission. The written grievance should include the following:

- Student name
- Email
- Phone number
- Date of the grievance
- Details of the specific matter or issue that is involved
- Description of the specific grievance

The grievance will be investigated by a designee of the Vice President's Office or they may refer it to the appropriate administrators as necessary for investigation and review. Once the investigation is complete, the VP for Student Life and Christian Mission will review the report of the investigation and render a decision, which shall be final.

If the subject matter of the grievance falls under the jurisdiction of Student Life and Christian Mission, or if the grievance involves an employee under Student Life and Christian Mission, the grievance shall be submitted to the Vice President for Student Life and Christian Mission who will follow the procedures set forth above and renders a decision which shall be final.

If the subject of the grievance is a Vice President, the grievance shall be submitted to the President who will have the matter investigated and upon review of the findings render a decision which shall be final. Students should expect a timely, fair, and comprehensive review of their complaints to include personal discussions with appropriate administrators, and the opportunity to supply supportive documentation or the testimony of fellow students, faculty, or staff regarding their concerns. Subject to any required confidentiality of personnel records, the student shall be notified of the decision in writing within a reasonable time frame, but no longer than the current semester or six (6) weeks, whichever is longer.

Classroom Behavior

To ensure a climate of respect, civility, and ethical responsibility in the classroom, Campbell University students are expected to display appropriate and professional behavior and refrain from engaging in disruptive activities which interfere with instruction. Instructors have the authority to define disruptive activities and these activities may include, but are not limited to:

1. Using electronic devices such as cell phones, computers, tablets, etc. for activities that are inappropriate or unrelated to the class;
2. Interrupting the flow of class by arriving late or leaving and re-entering class other than for rare and exceptional circumstances;
3. Sleeping in class;
4. Speaking out of turn;
5. Behaving in a way that is rude, combative, belligerent, or abusive;

6. Communicating to faculty or others, with rudeness, incivility, or in belligerent or threatening language, or with harassing insistence or repetition, communicated verbally, written, or electronically, in person or in writing.

Instructors have authority to outline additional behavioral expectations in the course syllabus and enforce expectations for appropriate classroom behavior by confronting disruptive students, asking disruptive students to leave the classroom, and reporting disruptive students to the Office of Community Standards. In addition, if participation is a component of a student's final grade, instructors have authority to consider disruptive behaviors when assigning that grade.

A student dismissed from class or subjected to any other disciplinary action for disruptive behavior may be required to meet with the instructor, instructor's department chair, dean, representative from Community Standards, and/or coach to address conduct issues. Becoming belligerent or verbally abusive when confronted as a result of inappropriate behavior will result in that conduct being addressed in the Community Standards Office under disorderly conduct.

Responsibilities of Participating in Community

Living in Community

Campbell University is a convening place where a community of learners gather for ongoing conversations about the things in life that matter. We believe all people are created in the image of God and are to be cherished, valued, and treated with dignity. As such, the community experience at Campbell aspires to breathe welcome, care, and hope for belonging for all students. In order for community to thrive, we must all commit to live respectfully, graciously, and hopefully together. The community's well-being rests upon the efforts of its members to cultivate this space so that students can grow and develop. The hallmarks of character, initiative, and calling enliven the community experience and serve as a framework of shared language and values. Through co-curricular opportunities, residential living, and service, compassion, generosity, integrity, and justice have the potential to be reflected, practiced, and experienced in the Campbell community. The University encourages responsible citizenship, service, and meaningful participation in community.

Personal and Communal Responsibilities

When a student is admitted to Campbell University, the student becomes responsible for knowing and abiding by all rules and regulations of the University as published in the *University Bulletin* and the *Student Handbook*, as well as University policies and directives from University officials. This is an expression of a student's commitment to live in community.

Campbell University believes in individual freedom, both as a right and as a responsibility. The University traditions and principles as stated in the Campbell University Mission Statement and Code of Honor, accepted by each student through his or her act of voluntary registration, evolve from the core of this concept of freedom and responsibility. Therefore, when a student chooses to attend Campbell, they accept the expectations and responsibilities as a member of this educational community. This means students are expected to adhere to the Campbell University Student Code of Honor, Student Code of Conduct and all Residence Hall Regulations. Personal responsibility includes a person's accountability for the effects of their actions and behavior have on themselves and community members. Such situations provide one an opportunity to learn and grow.

The regulations and policies within Community Standards are developed with the well-being of its members in mind and the University's mission statement as guiding words. The University is especially concerned with those students' actions which are inconsistent with their obligations as members of this community. When, in the opinion of the University, the conduct of a student at any place is detrimental to the best interest of that student, fellow students, or the University, appropriate disciplinary action will be taken. This action may be taken by the Vice President for Student Life and Christian Mission or referred by them to the appropriate person or committee.

Students living in university owned or operated housing must adhere to all Residential policies and follow Communal Responsibilities. Failure to abide by or adhere to Residential Policies may result in Residence Life administrative action and/or referral to the Office of Community Standards.

Campbell University is concerned with the conduct of students beyond the geographical bounds of the campus. However, it does not assume supervisory responsibility for their off-campus activities. It does

regulate off-campus events of University-approved student organizations and insists that, at these events and elsewhere, reason and responsibility characterize student conduct. However, if the University is informed of any occurrence of a student conduct violation, the University may choose to address the incident and hold a conduct hearing if deemed necessary.

Campbell University students are expected to abide by local, state, and federal laws, and are subject to University conduct action for violating any law.

Community Standards Conduct Process

The Office of Community Standards oversees the daily operations and implementation of the Student Code of Conduct and the Code of Honor. The Office of Community Standards utilizes the Maxient system to manage conduct matters and communicates through the student email system; its primary source for communicating relevant and important information to its students. All students are responsible to know and abide by the information sent from the Office of Community Standards via Maxient and/or from this email address communitystandards@campbell.edu. This information may include notice of hearing, notice of sanctions, decision memorandums, and other notifications.

There are several types of student conduct hearings outlined in this section. A student's rights are the same in all of these processes. When the Office of Community Standards has been notified of a student's alleged violation of the University code of Honor or other institutional policies, the student will be required to appear before a hearing officer or other authorized Student Life and Christian Mission staff member for a hearing. Under normal circumstances, this hearing should take place within three (3) business days of the notification. All student conduct violations will be directly emailed to students through their University email address from Community Standards and sanctioned according to the handbook recommendations.

Student Rights—Conduct Process
In the conduct process, the student has the following rights:

- To be advised in writing of the factual allegations giving rise to the conduct violation
- To be advised in writing of all policies allegedly violated
- To respond to the statement/information provided
- To review their conduct record
    - The record can be reviewed, in person, at a scheduled time
    - No copies or photographs of the records will be permitted
    - The review of records will be supervised by a Campbell University staff member
    - To review the record, the student must contact Community Standards to arrange a mutually agreeable time
- To voluntarily accept responsibility for the violation and move directly to sanctions
- To appeal the decision from a hearing

Notice

When an incident has occurred that may violate Community Standards, Student Code of Conduct, and other applicable University policies, a student will be provided with a "Notice" of the incident report via their Campbell University email. This information may include notice of hearing, process for hearing, notice of sanctions, decision memorandums and other notifications. All students are responsible for knowing and abiding by the information sent to this email address from Community Standards.

The University may notify parents of dependent undergraduate students of alleged infractions of the University's Code of Honor or Student Code of Conduct. A copy of the notification sent to the student may be sent to the parents' home address. Students who are no longer financially dependent upon their parents may be exempt from this policy upon their request if the University's financial aid records reflect their independent status. Parents of undergraduate students under 21 years of age may be notified of disciplinary action taken for alcohol violations.

All parents may be notified of student drug violations regardless of the student's age. This Parental Notification may be sent prior to, during, or after the conduct hearing has been held.

Interim Actions (Behavioral Assessment Team review)

Temporary Suspension

Any student who presents themselves as a threat to the health, safety, well-being and educational processes of Campbell University faculty, staff, and/or students may be temporarily suspended by the hearing officer or Community Standards designee in conjunction with the Vice President of Student Life and Christian Mission, pending a formal hearing. This temporary suspension may include, but is not limited to, all University owned property, including University Housing, University sponsored events, classes, and intercollegiate athletic participation. Furthermore, a temporary no contact order may be issued to limit the contact between students and/or other campus community members until a formal hearing can be held.

Hearings

Informal Hearing

When Community Standards has been notified of a student allegedly violating the University Code of Honor, Code of Conduct, or other institutional policies, except as set forth below under "Formal Hearing," the student will be required to appear before a hearing officer or other authorized Student Life and Christian Mission staff member for an **informal hearing.** Under normal circumstances, this hearing should take place within three (3) business days of the notification. The student may not bring a parent, attorney, faculty member, or other third party to the informal hearing.

The hearing officer or authorized Student Life and Christian Mission Staff member will determine the appropriate actions and has the authority to assign sanctions if the student admits they have violated these standards and accepts the assigned sanction(s). If the student admits they have violated these standards and accepts the assigned sanction(s), they accept responsibility and the sanction(s); therefore, the decision is final and there is no provision for an appeal.

Should the student wish to contest the alleged violation and/or the sanctions to be assigned, the student will be required to appear before the Executive Student Conduct Committee. The student must request a hearing in writing within three (3) business days of receiving

their sanction(s) to the office of Vice President for Student Life and Christian Mission, on the second floor of the Wallace Center.

Should the student, after proper notifications and without reasonable explanation, fail to appear at their informal hearing, the hearing officer will proceed with considering the available evidence and rendering a decision in the student's absence.

A hearing officer or authorized Student Life and Christian Mission staff member reserves the right to request any and all students who have allegedly violated Code of Honor, Student Code of Conduct, or other institutional policies to appear before the Executive Student Conduct Committee for a formal hearing.

Allegations of misconduct involving graduate students are referred to the appropriate graduate/professional school for resolution.

Formal Hearing

The following Code of Conduct violations are not eligible for an informal hearing and will move directly to a formal hearing before the Executive Student Conduct Committee:

- drug and controlled substance abuse by a minor;
- second offenses of controlled substance abuse, arson, weapons, explosives, or fireworks.

Formal hearings will be conducted by the Executive Student Conduct Committee. During a formal hearing, a student may speak to the Committee on their own behalf. The student may bring another person or persons who have direct knowledge of the situation to speak on their behalf. One or both parents or one faculty member are allowed to attend a formal hearing; however, they are not allowed to participate. Non-students are not permitted to participate in the formal hearings unless they were directly involved in the incident or have direct knowledge of the situation. Students are not allowed to have the service of an attorney present at a University hearing.

Formal Conduct Committee hearings will be conducted live via Zoom or other video conferencing and recorded, which will be maintained in the Office of Community Standards as property of the University. Deliberations of the committee will not be recorded.

After hearing all information and examining all evidence, the Committee will deliberate in private and come to a decision. After a decision has been reached, the committee representative will announce the decision, sanctions (if any), and explain procedures for appeal. The Office of Community Standards will provide a written confirmation of the committee's decision to the student's Campbell University e-mail address.

Should a student not be able to attend a formal hearing because of a serious illness, injury, or death in the family, they should notify the Office of Community Standards immediately. The formal hearing may be postponed to another date. Should the student, after proper notification and without reasonable explanation, fail to appear at their formal hearing, the Committee will proceed

with considering the available evidence and rendering a decision in the student's absence.

A University Hearing is separate from a criminal or civil court hearing. The procedures may be similar in some respects, yet the University has a different purpose, standard, and sanctions. A University hearing will be conducted after the student's criminal proceedings have concluded. The student will be issued a notice of charges, and temporary measures may be taken if necessary. The outcome of a criminal or civil hearing does not have bearing upon the procedure or sanction(s) assigned by the University.

Allegations of misconduct which violate Campbell University's Title IX Policy will be referred to the Title IX Coordinator. Allegations of misconduct involving students enrolled in off-campus programs are referred to the director or designated persons responsible of that particular program's conduct process for resolution.

Alternative Dispute Resolution

The University reserves the right to utilize, at its discretion, an Alternative Dispute Resolution. These may include but are not limited to mediation or restorative justice approaches.

Mediation is an alternate dispute resolution process intended to facilitate restoration and reconciliation of relationships between students. If the University determines mediation an appropriate alternative, all parties must agree to meet with an impartial trained mediator(s) to discuss the incident and attempt to resolve it amicably. Mediation is successful when the parties have reached a consensus about the details of the incident and how it will be resolved. Mediation is a voluntary process, and any party may request mediation be terminated at any time.

Appeals

A decision reached by the Executive Student Conduct Committee and/or sanctions imposed by the Committee may be appealed by the student to the Executive Appeals Committee (EAC) within three (3) business days of the decision. All appeals must be made in writing and delivered to the Office of Community Standards via email or in-person. Students may not present verbal arguments or appeals to the EAC.

An appeal will be limited to a review of the record of the Executive Student Conduct Committee. Additional evidence will not be considered, except as set forth below. The appeal is to determine if:

1. The formal hearing was conducted fairly.
2. The decision was based on facts sufficient to establish a violation of the Student Code of Conduct had occurred.
3. The sanction imposed was appropriate for the violation that occurred.
4. To consider new information sufficient to alter the decision if this information was not available to the student at the formal hearing.

The EAC may take the following actions:

- Overturn the decision and no further action taken;
- Return the matter to the Executive Student Conduct Committee to reopen the formal hearing and

allow reconsideration of the original decision and/or sanction;
- Modify the sanction(s) issued by the Executive Student Conduct Committee; or
- Uphold the decision, which is then final and binding upon the student.

Formal Hearings and Appeals Committees

Executive Student Conduct Committee

The Executive Student Conduct Committee is composed of faculty members, including two (2) University Deans. The VP for Student Life and Christian Mission convenes the committee but is a non-voting member. This Committee serves as a hearing board for violations of the Code of Honor, Code of Conduct and other institutional policies. A small group of this committee may be convened to hear an appeal from an informal hearing. The Executive Student Conduct Committee may impose sanctions ranging from Written Reprimand to Expulsion. Decisions made by the Executive Student Conduct Committee may be appealed to the Executive Appeals Committee (EAC).

Executive Appeals Committee

The Executive Appeals Committee (EAC) is chaired by the Vice President for Student Life and Christian Mission and consists of members of the Executive Administration. The University's General Counsel may act as a non-voting advisor to this committee. This committee considers appeals of decisions made by the Executive Student Conduct Committee, the Title IX Hearing Appeal Committee, and other appeals. Appeals must be submitted, in writing, through the Office of Community Standards within three (3) business days after notification of the decision. This committee does not hear personal appeals or oral arguments.

The EAC may affirm, reduce, or increase sanctions; or the matter may be returned to the original conduct committee to re-open the formal hearing for reconsideration of the original decision and/or sanctions. Decisions reached by the Executive Appeals Committee are final.

Summer Terms and Vacation Periods

Formal hearings during summer school and vacation periods will be heard by an Interim Committee, composed of a Dean within Student Life and Christian Mission, an appointee from the Vice President for Academic Affairs and Provost, and an appointee from the Vice President for Student Life and Christian Mission. This committee may assign students disciplinary sanctions ranging from Written Reprimand to Probation. Decisions made by this committee may be appealed to the EAC.

Records

Records of disciplinary action are maintained in the office of the Vice President for Student Life and Christian Mission. The VP's office will process administrative withdrawals in the case of disciplinary suspension and expulsion. Copies of these correspondences are forwarded to the Registrar's Office for inclusion in the student's permanent record. Students have the right to review their student conduct records prior to and after sanctions have been assigned. Electronic devices may not be used during review of records, and no copies or original documents may leave the office of the Vice President for Student Life and Christian Mission.

Violations of Law

Where the offense is a violation of civil or criminal federal, state, or local laws, the responsibility for handling the offense and the offenders will be transferred to the proper authorities. The student will be issued a notice from Community Standards regarding the violations and temporary measures may be taken if necessary. A University Hearing is separate from a criminal or civil court hearing. The procedures may be similar in some respects, yet the University has a different purpose, standard, and sanctions. A University hearing may be conducted after the student's criminal proceedings have concluded. The outcome of a criminal or civil hearing does not have a bearing upon the procedure or sanction assigned by the University.

In cases resulting in conviction or finding of liability by the court, the Executive Student Conduct Committee will determine the action to be taken regarding the status of the student. When an appeal is taken from the judgment of the court, the Executive Student Conduct Committee may, if it deems to be in the best interest of the University community, suspend the student pending the final disposition of the appeal. Any time after the conclusion of the case in the courts, the student may request, in writing, from the Executive Student Conduct Committee a clarification of their status. The status of the student must always be clarified before the filing of an application for reinstatement. Applications for reinstatement will be addressed to the Vice President for Student Life and Christian Mission

The Student Code of Conduct

The following actions are not permitted for all main campus undergraduate Campbell University students. A student found to engage in behavior prohibited by this Code of Conduct may receive any of the Possible Sanctions listed in the section below. These sanctions are not absolutes; they are only suggested minimum sanctions. Based upon the severity of an incident when a student has violated the Code of Conduct, the University reserves the right to adjust or increase any sanctions assigned to the student.

Unless otherwise stated, the standard sanction assigned for a student's third violation of a policy is suspension.

Alcohol

Main campus students are prohibited from possessing, consuming or distributing alcoholic beverages on-campus or at any Campbell-sponsored event, which includes, but is not limited to academic, athletic, extracurricular, social, administrative, work-related by a University department, director, or group including travel that takes place off-campus and is sponsored by the University. Alcohol discovered in a common room or common space of an on-campus residential facility will result in all residents assigned to that apartment/suite/hall being written up.

Students found responsible for organizing on-campus parties or tailgating, which involves alcohol, may be temporarily suspended and/or removed from University Housing until their formal hearing. If these students are under the influence and are unable to obtain transportation off-campus, they will be allowed 24 hours to remain on-campus before this temporary suspension will take effect. Students may also be banned from participating in intercollegiate athletics, intramurals, recognized student organizations, and/or other student activities/events.

Prohibited, Illegal Drugs, and Controlled Substances

Students found with illegal drugs and/or paraphernalia on-campus will automatically be referred to the Executive Student Conduct Committee for a formal hearing. This includes the possession and/or consumption of illegal drugs and/or controlled substances.

> **Paraphernalia:** Possession of alcoholic beverage containers and/or alcohol or drug paraphernalia including but not limited to empty wine bottles, drug pipes or smoking apparatuses, vape, marijuana/weed pens, drug or alcohol remnants/residue in any form including but not limited to roach clips, papers, scales, grinders or any material or apparatus containing drug/alcohol residue. This also includes any cannabis product or products that contain any amounts of any form of THC, including edibles, alternative cannabis products (i.e. tinctures, lotions/balms/transdermal patches, concentrates, etc.), vapes for use with cannabis oils, etc.
>
> **Odor of Marijuana:** If University officials respond to the smell of marijuana, the University may proceed with a conduct process and determine, based on the totality of the information, that it is more likely than not the substance is marijuana, and thus prohibited.

Sexual Offenses

All sexual offenses such as nonconsensual sexual activity, sexual harassment, and sexual violence will be investigated and sanctioned in accordance with the Title IX Policy and Procedu

Behavioral Offenses

Disorderly Conduct: Any unruly or disruptive activity which is offensive or annoying to others. This misconduct includes but is not limited to nuisance activities, excessive noise, vulgar language, shouting, horseplay, practical jokes, and disrespect for authority.

Fighting: Two or more people using any kind of physical force to attack each other.

Bullying, Intimidation, and Harassment: Any action with purpose to bully, intimidate, and/or harass another by:

- Any form of threatening behavior, verbal abuse, harassment, and/or other inappropriate actions or comments based on a person's race, national origin, religion, disability, color, sex, sexual orientation, gender identity or expression, age, or protected military or veteran status. This misconduct includes but is not limited to threats, racial slurs and/or hate speech, intimidating or annoying telephone calls, texts, email messages, instant messages, and social media posts.; or
- Making, or causing to be made, a communication or communications (including, but not limited to, the use of electronic and/or social media) anonymously or at extremely inconvenient hours, or in offensively coarse language, or any other manner likely to cause annoyance or alarm; or
- Subjecting another to striking, kicking, shoving, or other offensive touching, or threatening to do so; or
- Engaging in any other course of alarming conduct or of repeatedly committed acts with purpose to alarm or seriously annoy such a person, such that the behavior substantially disrupts or interferes with the orderly operation of the institution or the rights of other students to participate in or benefit from the educational program; or
- Defamation: Making false statements about someone with the intent to harm their reputation. Defamation can be oral, written, or electronic in form.

Bullying, intimidation or harassment of another on the basis of race, color, national origin, ethnicity, sex, gender, gender identity or expression, age, disability, religion, current or former military status, or other legally protected category is strictly prohibited.

Behavioral offenses that implicate possible Hazing will be investigated in accordance with the Anti-Hazing Policy.

All sexual offenses will be investigated and sanctioned in accordance with the Title IX Policy and Procedure.

Failure to Comply with a University Directive: Disobeying an instruction from a University office. Examples include but are not limited to: failure to evacuate a building, campus, or area when ordered by a University official; refusing to present an ID upon request; failure to comply with a reasonable request of a faculty or staff member; or failure to complete prescribed sanction as given by an administrative hearing office or hearing board/committee.

Authority is any University official including but not limited to: Residence Life staff, Student Life and Christian Mission staff, faculty, other University staff, administrators, Campus Safety officers and Police.

Stalking: Unwanted behavior that causes someone to feel afraid, nervous, harassed or in danger to include, but not limited to;

- Knowing your schedule
- Showing up at places you go
- Sending emails, mail, or pictures
- Calling or texting repeatedly
- Contact you or post about you on social media sites
- Writing letters
- Damaging your property
- Creating a website about you
- Sending you gifts
- Stealing things that belong to you
- Other actions to contact, harass, track, or frighten you

All sex-based stalking offenses will be investigated and sanctioned in accordance with the Title IX Policy and Procedure.

Communicating Threats: Any (direct, indirect, conditional or veiled) expression of intent to cause physical or mental harm to another person(s). Intent is determined by whether a reasonable person would interpret the expression to cause physical or mental harm, irrespective of whether the student has the ability or plan to carry out the threat.

Personal Offenses

Deceptive Behavior: The deliberate misrepresentation of the truth or intentional deception for purposes of personal gain, or that it causes another to suffer an injury or loss of property. Deceptive behavior may include, but is not limited to: falsifying information, altering or imitating a signature or document, and misleading University officials.

Gambling: Playing games of chance for money or some other stake.

Pornography: The making or distribution of pornography or other consent-based sexually explicit materials.

Property and Environmental Offenses

Computer Misuse: Any violation of the Campbell University Computer Use Policies or Internet and Email Policies as set forth in this Handbook or as contained on the campell.edu website or CU Find, including but not limited to the use of the Campbell University network for the purposes of making or copying audio or video recordings that constitute a violation of federal and state laws, or images posted on the internet that represent acts or actions that are in violation of the Campbell University Student Code of Conduct and/or Code of Honor.

Fire Hazards: Tampering with and/or removal of University fire alarms, smoke detectors, or other safety equipment.

Arson: Any action which intentionally causes a fire on or to University property.

Property Damage: Including but not limited to willful damage, abuse, destruction, or misuse of property belonging to an individual or the University. Rollerblading, skateboarding, and Electric Mobility Devices (EMDs) are not allowed within University buildings.

Theft: Taking something that belongs to someone else, illegally or without the owner's permission.

Trespassing: Breaking in or other unauthorized entry into restricted or unoccupied buildings, private rooms, quarters, or computers (through computer hacking) belonging to an individual or the University. This includes the unauthorized entry into an empty bedroom within an on-campus apartment or suite. Students are not allowed on the roof or ledges of any University facility or structure.

Cameras: Campus Safety and IT Services approve, oversee, and monitor all video surveillance equipment on campus. University cameras are placed only in public areas where no reasonable expectation of privacy exists. Students may not capture or record audio, video, or photographic images of an individual in a location or under circumstances in which that person has a reasonable expectation of privacy, including, but not limited to, shower/locker rooms, residence hall rooms, and restrooms. Students are further prohibited from storing, sharing, or distributing unauthorized surveillance or photography, no matter how obtained, by any means, whether electronic or non-electronic. Any student who believes they need a camera due to a disability or health condition should contact Disability Services to discuss accommodations.

Weapons, Explosives, Firearms, and Fireworks

Weapons, explosives, fireworks, and firearms are strictly prohibited from campus.

Weapons: Weapons are defined as any object, device, or instrument designed to be used to inflict harm or injury upon another person, including but not limited to guns of any kind (see subsection regarding Firearms), knives, swords, paintball guns, pellet guns, BB guns, spears, etc. The use, possession, carrying, or discharging of any weapon, regardless of the owner's permit status, on the campus of Campbell University, any of its extended campuses, or to a curricular or extracurricular activity sponsored by the University is prohibited.

Fireworks: Any device that creates noise, sparks, or other special effects just for the sake of those effects is strictly prohibited.

Explosives: Any explosive agent or substance capable of causing damage or destruction to people or objects.

Firearms: The use, possession, carrying, or discharging of shotguns, rifles, pistols, or other portable guns designed to expel a shot, bullet, or other projectile is strictly prohibited on University property or at University-sponsored events, regardless of the owner's permit status.

Possible Sanctions

Students found not in compliance with any Campbell University policy or agreement, including but not limited to the Campbell University Code of Honor and Student Code of Conduct, may receive one or more of the following sanctions. If a student fails to complete their assigned sanctions by the deadlines given, a Student Life and Christian Mission hold will be placed on the student's account. This hold will prevent the student from registering for classes. This hold will be lifted only when the student completes and submits their assigned sanctions.

- Reprimand: An official warning that a future violation will result in more severe sanction(s).

- Service in the community: A student will be required to participate in a program set forth by the hearing committee of specific service to the surrounding community or the University. Community Service hours must be conducted through pre-approved venues from the Community Standards office before completing hours.

- Restitution and/or Fines: A student is required to reimburse/compensate the University or another person for damages or lost property. The student may be fined for a violation of the University's policies.

- Loss of Privileges: A student's privileges may be suspended/prohibited from a University activity/program for a designated amount of time. This could include but is not limited to Student Government Association (SGA), Campus Activities Board (CAB), or other student groups and activities, Club or Organization sponsored activities or programs, intramural sports and/or intercollegiate athletics, and Guest Policy Privileges.

- Reflection: A student may be required to submit a personal reflection paper describing the impact of the violation and how they plan to correct it. Details will be specified by the Office of Community Standards.

- Apology/restoration: A student may be required to issue a written apology to affected parties. Details will be specified by the Office of Community Standards.

- Educational Activity: A student may be required to complete an educational activity or project which can include, but is not limited to an article review, research paper, or participate in an educational hall program. Educational activities or projects will be specified by the Office of Community Standards.

- Removal from University Housing: A student may be excluded from living in University owned housing for a period of time. If a student is removed from housing for conduct violations, it is considered a breach of the housing contract, and no refunds will be issued.

- Counseling/Education Seminar: A student may be required to participate in a program, seminar, and/or assessment at the student's expense.

• Probation: A student receives written notification of an official warning that their conduct is a violation of the University's policy. The status of this student is in jeopardy and under the careful watch of the University. The student may continue to be enrolled, yet this depends upon the student's adherence to the rules, regulations, and procedures of the Code of Conduct, Code of Honor and/or Residence Hall Regulations. Further violations may result in immediate suspension and/or expulsion from the University.

• Suspension: A student may be suspended from the University for the remainder of the current semester and one or more of the following semesters. The student may not be on the University campus or enroll in any University classes during the period of the suspension. Students who are suspended must reapply for admission to the University through the Office of Admissions.

• Expulsion: A student is dismissed from the University permanently.

*If a student is suspended or expelled, a refund for tuition or housing will not be issued.

Medical Amnesty Policy

Students are encouraged to exercise their ethical responsibility to assist others who are in need, especially in emergency situations. Campbell University utilizes alcohol and other drug student conduct practices guided by the North Carolina Good Samaritan/Naloxone Access Law.

Campbell University encourages students to seek immediate assistance for themselves or others whenever there is a concern about extreme intoxication, alcohol poisoning, or an individual has been a victim of a crime (including but not limited to physical or sexual assault, theft, or vandalism). When seeking medical attention, the first response is to contact 911. When seeking assistance, give your name and remain with the student in need until help arrives.

Formal student conduct disciplinary action for a violation of the alcohol misuse policies will not be taken under the following circumstances:

- A student who has consumed alcohol and seeks assistance from a University official or emergency personnel on their own behalf;
- A student who consumed alcohol and receives assistance, as a result of another student(s) seeking this assistance on their behalf, from a University official or emergency personnel;
- Student(s) who consumed alcohol and who seek assistance from a University official or emergency personnel on behalf of another student who has consumed alcohol and who remain on the scene to provide support;
- A student who consumed alcohol and was the victim of a crime (including but not limited to physical or sexual assault, theft, or vandalism) who seeks assistance from a University official or emergency personnel on their own behalf;
- A student(s) who seeks assistance on behalf of the victim.
- Medical Amnesty does not preclude Student Conduct proceedings for other violations of University policy.

A student who accepts Medical Amnesty will be required to sign an agreement that includes, but is not limited to: meeting with a substance use licensed staff person at Counseling Services for a confidential assessment; education; early interventions; or outsourced ongoing treatment. If the student does not comply with the terms of this agreement, the student will be subject to appropriate disciplinary action. Students who do not comply with these requirements may be charged with a student conduct violation or receive appropriate organization specific disciplinary action.

Records related to receiving Medical Amnesty will be maintained; however, they are not categorized as a conduct record and therefore are not disclosed as part of a student's disciplinary history. Medical Amnesty will only be granted to a student once during an academic year not to exceed being granted twice while the student is enrolled at Campbell University.

Institutional Policies

Anonymous and Obscene Phone Calls

Anonymous and obscene telephone calls are a violation of the University's Code of Honor, the Student Code of Conduct, and state and federal law. Persons who make such calls can expect the University to aggressively pursue their criminal prosecution and disciplinary action through the Student Life and Christian Mission Office.

Persons receiving anonymous and/or obscene telephone calls should report them to the Campus Safety Office. The Campus Safety Office will assist the recipients of anonymous and/or obscene calls in the criminal prosecution of offending callers and in bringing the matter to the attention of the Vice President for Student Life and Christian Mission for appropriate disciplinary action by the school.

Bias Incidents

Bias incidents may be reported using the Bias Incident Report Form found here Bias Incident Reporting Formor by contacting: Danielle Evans, Director for Compliance and Title IX Coordinator at devans@campbell.edu

What Should I Report?

We encourage you to report any incidents that negatively impact our campus climate, especially those which are bias-related.

We define bias as an intentional or unintentional display of aggression, hostility or bigotry in word or deed that a reasonable person would conclude is directed at a member of the Campbell community based on race, color, national origin, ethnicity, religion, citizenship, age, sex, gender, sexual orientation, gender identity or expression, disability, or past or present service in the military.

Bias incidents can take on a variety of forms, including but not limited to discrimination, spoken or written hate speech or harassment, offensive visual representations, threats, vandalism, physical confrontation, and similar conduct or communications on or through social media.

The bias report form is not a substitute for a call to first responders. If you witness or experience any actual or threatened emergencies, such as violence, injured persons, a fire, or suspected crime, you should call 911 and/or contact Campus Safety at: (910)893-1375.

Who Can Report?

We encourage all members of our community to report any incident of bias whether you are a complainant, bystander/witness, or a concerned member of the Campbell community.

This process may be used by anyone in the University community. The investigation process described below will be used primarily when students make a complaint against another student.

If the report involves one or more students enrolled in the College of Pharmacy and Health Sciences, the Wiggins School of Law, or the Wallace School of Medicine, the processes outlined in the respective academic bulletin for those programs will be utilized. If a member of the University community has a concern or complaint against a faculty or staff member, they may use this process to make an initial complaint, but the faculty or staff member will be subject to the investigative process applicable to the faculty or staff member through the University's established human resources policies.

What Happens After I Report?
After a report is reviewed, it will be assigned to an appointed and a trained University official for investigation.

The University investigator is someone who is regularly trained on bias incidents, discrimination, trauma-informed victim interviewing, how to conduct an investigation, and hearing processes that protects the safety of the individual making the report, and promotes accountability.

The University investigator will then take the following steps:

- Commence a thorough, reliable, and impartial investigation;
- Complete the investigation promptly;
- Gather evidence including witness statements;
- Write an investigation report, which includes the original report, evidence, witness statements, and any other relevant information.

The VP for Student Life and Christian Mission will review the investigation report, and when necessary, the Director of Human Resources, and render a decision and resolution. The decision and resolution will be shared with the appropriate parties.

If the reporting party is not satisfied with either the decision and/or resolution made, the reporting party may appeal to the Executive Appeals Committee (EAC). This appeal must be made in writing to the Vice President of Student Life and Christian Mission within 10 2 business days of the receipt of the original decision. The decision of EAC is final.

These procedures are entirely administrative in nature and are not considered legal proceedings. During the meeting with the University investigator or any subsequent proceedings, the parties may have an advisor or advocate accompany and assist them at their expense. This advisor can be anyone, including an attorney. However, the role of the advisor is observer only; the advisor may not actively participate in the proceedings.

The use of electronic devices will not be allowed during the meeting with the University investigator, except to reveal evidence to the University investigator that is on the electronic device.

Student, faculty or staff behaviors that may violate Title IX will be addressed through the University's Title IX procedures. Faculty or staff behaviors that may violate academic or non-

academic employment policies will be addressed in accordance with procedures in the appropriate employment handbook (Faculty Handbook, Personnel Manual, or other policy handbooks). Student behaviors that may violate the Student Code of Conduct will be addressed through the procedures outlined in the Student Handbook.

If you provide contact information on the Bias Incident Report Form, the University official assigned to investigate the incident will initiate contact with you.

Complaints/Grievances

The Vice President for Student Life and Christian Mission serves as an ombudsperson for students and parents seeking to resolve complaints. In many cases, especially when student services are involved, the Student Life and Christian Mission Office will deal directly with the issue. In other cases, when the complaint is beyond the purview of the Vice President for Student Life and Christian Mission, students and/or parents will be assisted in determining the appropriate channel in which to obtain a timely response.

A student may file by submitting this form

If a student's complaint is with the University as an entity, below is a link to the North Carolina Department of Justice, Consumer Affairs Division's website with directions on how a consumer can reach them and with a link to the online complaint form.

State Student Complaint Process link:
https://ncdoj.gov/file-a-complaint/

The mailing address of the Consumer Affairs Division of the North Carolina Department of Justice is:

North Carolina Department of Justice Consumer Protection Division 9001 Mail Service Center
Raleigh, NC 27699-9001
Phone number is: 1-877-566-7226
Online complaint form is available at: https://ncdoj.gov/file-a-complaint/consumer-complaint/

Demonstration Resolution

The University will always respect the rights of all individual and group members of our campus community and hear grievances of all students; but no student shall participate in or incite a riot or an unauthorized disorderly assembly.

- Students shall not interfere with the orderly administrative and educational process. No student shall use force, violence, obscene or indecorous language or conduct indicating their disapproval of any matter.
- The right of approved speakers to present their views on campus without heckling or disturbance will be protected.
- Approved business, professional, industrial, governmental, or other recruiters will be permitted to carry out their objectives on this campus without impediment or prevention.

- All Campbell University students found guilty of violating any of these policies, after proper hearing with due process observed, may be subject to disciplinary action up to and including suspension or expulsion, depending upon the flagrancy of violation.
- Anyone who is not a student or employee of the University will be denied entrance to this campus or be required to depart from the campus if it can reasonably be expected that they will violate or advocate violation of any of these policies.
- If it becomes necessary to call upon civil authority for assistance in maintaining order on campus, these civil authorities will be obeyed.
- If students participate in any unauthorized or disorderly assembly and are requested to disband by the President or other administrative officer, they must comply or may be subject to immediate suspension.

Drones: Unmanned Aircraft Systems (UAS)

The operation of an unmanned aircraft system (UAS), radio/remote controlled model aircraft or drone, is regulated by the Federal Aviation Administration (FAA). As a private institution, Campbell University establishes the following policy to govern the operation by any person of a UAS from or above the University's main campus.

This policy is established to require and ensure compliance with ALL applicable laws, reduce safety risks, and preserve the security and privacy of members of the Campbell University community. This policy primarily responds to FAA guidelines and requirements that promote the safe and responsible use of unmanned aircraft. All faculty, employees, students, contractors, volunteers, and the public present on Campbell University property are governed by this policy.

The use of drones for hobby or recreational use on Campbell University property is not permitted.
Any use of a UAS from or over the campus or inside a campus building is strictly prohibited except under the following circumstances:

1. The use of drones is permitted only for educational or research purposes.
2. The owner/operator must obtain prior approval from -Campus Safety and file a "flight plan" including date, time, and duration of flight and operational area, at least 48 hours prior to the use of the UAS.
3. A University owned or commercial UAS must comply with local, state, and federal (FAA) regulations by obtaining and producing a "333 Exemption" or a "Special Airworthiness Certificate" prior to use on the campus. (See www.faa.gov)
4. A private or commercially owned UAS operator must provide a certificate of insurance with a minimum of $5 million in general liability insurance written on an occurrence basis.
5. The owner/operator must have experience in operating the UAS and operate them in a responsible manner.
6. The owner/operator must not operate over areas of public assembly, stadium, or areas of construction.
7. The owner/operator must not photograph, video, or monitor areas where other members of the University community or members of the public would have a

reasonable expectation of privacy.

Any violations of law (trespassing, illegal surveillance, reckless endangerment) or violations of University policies may subject the individual(s) to both criminal and/or disciplinary action. Students who violate this policy will be subject to sanctions as outlined in the Student Handbook. Damages/injuries occurring to University property or individuals will be the responsibility of the UAS operator.

FAA Regulations

The FAA classifies UAS use as one of three types:

1. Public - Governmental
2. Civil Operations - Non-Governmental
3. Model Aircraft - Hobby or recreation only

Effective December 21, 2015, the FAA began a registration process for all UAS devices weighing between 0.55 pounds and 55 pounds that are used for hobby or recreational purposes. The owner must be 13 years of age or older and a U.S. citizen or legal permanent resident. Additional information and the on-line registration may be obtained at http://www.faa.gov/uas/registration/.

Failure to register

Civil and criminal penalties may apply for failure to register a UAS. Those penalties are on a sliding scale based on the circumstances of the situation and may include a formal warning to monetary fines and/or prosecution.

Using a UAS to take photos/videos for personal use is recreational. Using the same device to take photos/videos for compensation or sale is commercial use; commercial use requires an FAA Sec. 333 Exemption or a Special Airworthiness Certificate. A Certification of Waiver or Certificate of Authorization means an FAA grant of approval for a specific unmanned operation. (See www.faa.gov)

The Vice President for Student Life and Christian Mission and the Director of Campus Safety maintain the authority to "ground" or suspend operations of any UAS that is not compliant with FAA regulations, this policy, or presents a danger to University property or to the University community.

Electric Mobility Devices (EMDs)

Enrolled students, faculty, and staff are permitted to operate Electric Mobility Devices (EMD(s)) on Campbell University property. All dependents and guests must be accompanied by an above-named party at all times if operating an EMD on Campbell University property.

Due to fire safety concerns, EMDs are not permitted in any building that Campbell University owns, operates, or leases; these buildings include, but are not limited to, residence halls, academic buildings, dining halls, libraries, student unions, etc. This means EMDs are not to be parked or ridden inside campus buildings.

EMDs may not be charged on campus. This includes inside or next to any building that Campbell University owns, operates, or leases; these buildings include, but are not limited to, residence halls, academic buildings, dining halls, libraries, student unions, etc.

EMDs must yield the right of way and must not disrupt pedestrian or vehicular traffic.

EMDs may be parked anywhere bike racks are made available on campus.

Students must follow all local and state laws in the operation of an EMD.

Engaging in clinging, grinding, rail sliding, and similar actions are

prohibited.

As a matter of safety, students should always wear protective gear and follow manufacturers guidelines/recommendations for occupancy. They should not wear earphones or earbuds while operating EMDs.

Types of Electric Mobility Devices included in this policy:
Hoverboards, electric skateboards, electric scooters, electric skates, electric bicycles, single-wheel electric boards, and e-unicycles.

Registration Requirement:
All students, faculty, and staff are required to register electric mobility device(s) annually at Parking Services, properly display the issued permit and keep your vehicle information current. Failure to comply is a violation of the Parking Rules and Regulations. Registration of the device allows the University to assist if the device is lost or stolen.

Free Expression and Academic Freedom

Campbell University is committed to providing a safe and non-discriminatory learning, living, and working environment for all members of the University community. Freedom of expression and thought are essential for a thriving academic community. As a community, we must be willing to listen generously, speak honestly, and be willing to learn.

The educational experience, by nature, creates discomfort as students are introduced to new ideas and concepts. Honestly held and reasonable differences of opinion are protected at Campbell University, in and out of the classroom. Discussion of an academic subject, even when the ideas are controversial, is protected. Disagreements and criticism, even when strongly asserted, are not bias incidents if they are aimed at ideas and actions, rather than at a person or group. Nothing in the bias reporting process is intended to stifle academic freedom or the appropriate expression of (even controversial) ideas.

Inclement Weather

Campbell University must maintain essential services and operations during any severe weather or emergency conditions while providing for the protection, health, and safety of our students, faculty, and staff. In the event of inclement weather and/or emergency situations that compromise regular operations, Campbell University will announce the following conditions by level as determined by severity. With safety as the primary concern, the administration will make every effort to be reasonable and responsible in its decisions. The University also recognizes that flexibility is required in extreme circumstances and, thus, all persons are encouraged to use maturity, good judgment, and professionalism in dealing with adverse weather conditions.

If there is no formal inclement weather and/or emergency situation announcement, Campbell University is considered open.

Inclement Weather and Emergency Conditions policy

Multiple methods of communication help ensure timely delivery of information at all levels, telephone, voicemail, and e-mail should be utilized to the appropriate extent. Broad communication from the University is carried forth by the manner below outlined.

Buies Creek and Health Sciences Campuses

When a decision has been made that adverse weather conditions will affect classes at the Campbell University Buies Creek Campus, the University's Office of Communications and Marketing uses the following system to get the information to the public:

1. The announcement will be posted on the University Web Site (www.campbell.edu) and the "CU Notify" network. All faculty, staff, and students should be sure they are registered to receive text alerts through CU Notify.
2. The announcement will be posted through social media on the University's Facebook, Instagram and X pages.
3. A message is posted on a dedicated telephone line whereby anyone can call in and get the message. The numbers which employees may call, for the announcements are: on campus dial 5700; local, but

not on campus, dial 910-814-5700; toll free, 1-800-760-8980.

4. Television stations will be contacted: WTVD- ABC 11, WRAL- NBC 5, WNCN, CBS 17, and Time Warner Cable Raleigh.

   Information about adjusted hours and open locations for Dining Services will be provided in the university announcement and through Dining Services website and social media.

   Adult & Online Campuses:
   Announcements will be made through the Office of Adult and Online Education. The above will apply for adverse weather which affects classes at Fort Liberty and the Raleigh Campus but will be personalized for them. In addition, media in the Camp LeJeune-Jacksonville area will be notified in regard to adverse conditions forcing alterations of classes in that area.

   Student Clinical or Internship Activities:
   The university reserves the right to restrict student clinical or internship activities during inclement weather to maintain student safety. All students on clinical rotations/internships are encouraged to discuss a plan of action with their site preceptor or supervisor, which shall comply with the following procedures:

   All Campbell University students on clinical rotations/internships should follow clinic/hospital/company policies and procedures for their specific site during inclement weather. However, student safety must remain a priority. If students feel there are extenuating circumstances related to their safe commute, or if they feel unsafe in any capacity, they are to contact their clinical coordinator/director/internship coordinator at the University as soon as possible. A determination will be made, on a case-by-case basis, as to whether the student should proceed or remain at the clinical or internship site.

   If an *evacuation* order is issued, students should *evacuate* immediately even if their clinical instructor/preceptor/supervisor stays on site. Students are not to be considered emergency or essential personnel and must be released under these circumstances.

Involuntary Removal from Campus Housing

Any residential student who engages or threatens to engage in behavior that may present a threat to them, or others may be immediately involuntarily removed from campus housing by the Vice President for Student Life and Christian Mission. Said student may be permitted to continue attending class but is no longer allowed to live in or visit campus housing including residence hall rooms, suites, apartments, and extended campus communities.

If a student and/or the student's parents object to involuntary removal from campus housing, they may appeal that decision to the Executive Student Conduct Committee. The Vice President for Student Life and Christian Mission will arrange an administrative hearing before the Committee where the student may present information if they wish to do so (e.g., information from an appropriate health-care provider concerning the student's physical, mental, or emotional condition). Parental participation in the appeals process is only allowed when the student requests it in accordance with FERPA.

University Initiated Withdrawal

University personnel may recommend that a withdrawal be initiated for a student if the student may be in imminent danger or is no longer capable of functioning as a student. University personnel may refer a student to the Dean of Student Well-Being, who will refer the student to the Chair of the University Behavioral Assessment Team (BAT) and Chair of the CARES team to evaluate the need for an administrative withdrawal.

Examples of situations that may lead to a University-initiated administrative withdrawal include, but are not limited to, the following:

· Acute decline in physical health

· Suicidal ideation, plan, intent, and/or behavior

· Self-injurious behavior (e.g., cutting, burning)

· Homicidal ideation, plan, intent, and/or behavior

· Destructive, threatening, or other disruptive behavior

· Drug or alcohol abuse, including overdose or misuse of prescription or nonprescription medications

· Eating disorders that are untreated, not responding to treatment, and/or pose safety concerns

· Any physical or mental health condition that indicates a potential imminent or foreseeable danger to the student or others within the University community, or that requires intensive monitoring to prevent such danger (i.e., a "direct threat")

"Direct Threat" refers to situations where there is a high probability of substantial harm and not just a slightly increased, speculative or remote risk. In a direct threat situation, the university needs to make an individualized and objective assessment of the student's ability to safely participate in the university's program. This assessment must be based on a reasonable medical judgment relying on the most current medical knowledge or the best available objective (non-medical) evidence. The assessment must determine the nature, duration and severity of the risk; the probability that the potentially threatening injury will occur; and whether reasonable modifications of policies, practices, or procedures will sufficiently mitigate the risk. (U. S. Department of Education, Office of Civil Rights).

Missing Student Policy

It is important that students maintain an emergency contact in the event of an emergency. Current Campbell students may update emergency contact information through their Self-Service portal. In addition to registering a general emergency contact, students residing in on-campus housing have the option to confidentially identify an individual to be contacted by Campbell University in the event the student is determined to be missing. If a student has identified such an individual, Campbell University will notify the individual when the student is determined to be missing.

A student's emergency contact information will be accessible only by authorized campus officials and law enforcement during the investigation. If anyone believes a student is missing, they should immediately

contact Campus Safety at (910)893-1375 or ext. 1375 on campus. If the student is a residential student, Campus Safety will begin an investigation and notify the Vice President for Student Life and Christian Mission. If the student is a commuter/off-campus student, the matter will be referred to local law enforcement. If Campus Safety or local law enforcement determine the student is missing, they will notify the Harnett County Sheriff's Office, local, and state law enforcement agencies for assistance in locating the student within 24 hours.

Respect for Authority

A student must always identify themself if asked to do so by an official of the University, which includes residence hall staff. A student must also comply with instructions given by a faculty member or an official of the University when such instructions are in keeping with the University policy. The University expects a courteous and respectful attitude toward residence hall staff, faculty, and administrators. Failure to display such an attitude or to identify oneself will result in disciplinary action. Students must be in possession of their student ID Cards at all times and must produce them upon request.

Smoking and Smokeless Tobacco

This policy addresses all tobacco products including, but not limited to cigarettes, pipes (including Hookah), cigars, e-cigarettes, personal vaporizers, electronic nicotine delivery systems, and smokeless tobacco.

- Smoking and the use of all tobacco products is prohibited in all University owned buildings, vehicles, and golf carts.
- Smoking and the use of all tobacco products is not allowed within **fifty feet (50')** of any building including steps, stairways, doors, windows, or air intake systems.
- The Health Science Campus on highway 421 is a **tobacco-free campus.**

Appropriate sanctions will be administered to persons violating this policy.

Solicitation

Campbell University does not permit sales or solicitation by anyone, anywhere on campus. Telephone numbers and addresses of students will not be given to solicitors or salespersons.

Withdrawal from the University

To withdraw officially from the University during a semester, a student should discuss options with their academic advisor before completing the form on-line at: https://www.campbell.edu/policies/withdrawal-policies/. This form, once completed, will be distributed to the following offices: Registrar, Financial Aid, Business, Accounting, Veteran's Affairs, International Admissions, and Residence Life, so that a student's record may be closed out in all these areas.

Failure to withdraw properly even within the grace period could result in a semester's worth of "F" grades which is detrimental to one's grade point average (GPA).

Medical withdrawals may be granted only for those instances where an incapacitating injury or illness prevents the student from completing the term. A "Request for Medical Withdrawal" form must be

completed by a licensed medical provider who administered care at the time of the student's illness or injury, along with the "Withdrawal Form". All medical withdrawals must be approved by the Vice President for Student Life and Christian Mission. Medical withdrawal documentation must be received by the last day of classes, prior to Reading Day and the start of final exams. (*There will not be an application fee for those that withdraw for medical reasons when reapplying to the University for the next semester*

Residence Life & Housing

Undergraduate On-Campus Housing

The mission of Residence Life & Housing is to foster a safe, diverse, and inclusive living environment that promotes student success and belonging through purposeful programming, support, and community building. Residence Life & Housing is committed to cultivating interactions that prepare students with skills needed to be responsible service as members of the global community.

All undergraduate students (including 4/1 MBA candidates) are required to live in on-campus housing for six (6) consecutive Fall & Spring semesters three (3) years unless granted approval to live off campus by the Office of Residence Life & Housing.

The following are exemptions to the residency requirement:

- *Students who are 21+ years of age or will be 21 during the first 10 days of classes;*
- *Married and/or parenting dependent children;*
- *Commuting from the primary residence of a parent within a 30-mile driving distance from 143 Main Street Buies Creek, NC 27506 may submit a form and documentation for approval to live off campus; or*
- *Lived on campus for six consecutive semesters.*

Students must complete all the steps in the approval process and meet one or more of the requirements to be granted approval to live off campus.

Students interested in requesting an exception for the residency requirement (six (6) semester/three (3) year live on requirement stated above) must submit a request to the Office of Residence Life & Housing via email to residencelife@campbell.edu. During the approval process, students will be asked to complete an Off Campus Housing Form. Students may be asked to provide a utility bill of the off-campus address, a driver's license of the primary resident, and have certain forms notarized. Signing a lease with an off campus property does not guarantee approval to live off campus.

Housing Deposits

Returning Students: Students not planning to live on-campus must complete an Off Campus Housing Form, have gone through the approval process, and qualify as approved to live off campus by the Office of Residence Life & Housing. Failure to do so will result in the student being charged for a residence hall room on campus for the academic year.

All returning students must make a $100.00 housing deposit in order to reserve a room for the academic year. Instructions and timeline for selecting housing will be communicated by Residence Life and Housing.

New Students: Campbell University requires **new and transfer students** to pay a $100.00 administrative fee to apply for housing. This fee is non-refundable and non-transferrable. The Office of Residence Life & Housing will communicate **via** email with new students about the housing application and housing agreement. The housing application must be completed by all

new students who wish to live on campus. Instructions and timeline for selecting housing will be communicated by Residence Life & Housing. The housing application will be announced via email and website for new students to apply. Please note exceptions to the residency requirement are listed above.

Residence Hall/Apartment/Fraternity & Sorority Village Housing Agreement

The Office of Residence Life & Housing manages room assignments for on-campus, undergraduate student housing. The assigned students in residence halls, apartments, Fraternity/Sorority Houses, and Extended Campus Communities must sign a **Campbell University Housing Agreement which** represents an agreement between the University and the student for the current academic year. The University agrees to provide a room for the student, and the student agrees to reside on campus throughout the academic year (fall and spring semesters) unless the student graduates, withdraws from the University, or gets married. A penalty/fine of $750.00 will be assessed to students who break this housing agreement within the academic year. If a student cancels their housing assignment before moving into their assigned space, a $250.00 cancellation fee will be applied to the student's account.

The Campbell University Housing Agreement is a commitment by the student to live on the University campus for the academic year versus for a specific room. Students living in on-campus housing must be full-time students, registered for main campus classes and must carry a minimum of 12 semester hours during the fall and spring semesters. The occupancy of Fraternity and Sorority houses must be at least 80% during the academic year. First year students are not permitted to live in a Fraternity or Sorority house for the fall or spring of their first academic year.

The University attendance policy found in the Undergraduate Academic Catalog requires students to attend at least 80% of the classes held in order to receive academic credit for a course. Although students should attend all classes, no more than 20% of individual class meetings may be missed. That total includes both excused and unexcused absences. Those students not attending classes on a regular basis, with absences exceeding the 20% permitted in the University attendance policy, will be required to move out of on-campus housing. The University retains the right to immediately remove any student from housing due to the student's failure to follow University policies.

Disabilities Services

Residence Life & Housing will only honor accommodations and housing requests communicated via the Office of Disability Services. Students interested in housing accommodations must be registered with the Office of Disability Services and complete their processes and procedures to receive the accommodation. It is the responsibility of the student to notify Disability Services of any assistance or special housing arrangements they may require due to a disability. Every effort will be made to provide reasonable accommodations for students with documented disabilities.

Service & Emotional Support Animals

The only animals (other than fish) approved to live in campus housing are service animals or emotional support animals. The process for approval to bring service or emotional support animals begins with the Office of Disability Services and students may not bring animals to campus until final approval is given. Requests may take 60 university business days to review. For more information, visit Service & Emotional Support Animals

Medical Information

It is the responsibility of students to notify Disability Services of any medical or emotional condition a student has that will require an accommodation. Students requiring medical assistance or other personal care services to live in residential housing should contact Disability Services to discuss options. Campbell University will not ask or require any student to provide medical assistance or monitoring for another student. For students who bring prescription drugs, it is recommend they bring a safe to store them in.

Room Assignments

Returning Students: The room assignment and selection process for returning students will be held in the spring of each year. Residence Hall/apartment/Fraternity & Sorority House room assignments are for a period of one academic year from the beginning of the fall semester until the end of the spring semester. When a room assignment is made, it represents a commitment on the part of the student to occupy that space and pay the cost of the room and meal plan (where applicable) for each semester or summer session. Students living in on-campus housing must be current full-time registered students and registered for main campus courses.

It is critical for students to inform the staff in the Office of Residence Life & Housing if they have been given a room assignment and are NOT going to return to campus housing for the next year. Returning students who cancel their housing assignment after selecting a room during the housing selection process or fail to occupy their housing space by the first day of classes will be charged a Cancellation Fee of **$250.00**. A penalty/fine of **$750.00** will be assessed to any student who breaks the Housing Agreement by not occupying their room by the first day of classes or by moving out of their housing assignment within the academic year. This includes students requesting to move out of their room during the semester break. The fees for University housing are published by the Bursar's Office. Likewise, all housing related fees and rates are subject to the University Refund Policy also published by the Bursar's Office.

The Housing Selection Process is a structured event that is conducted over a period of two to three (2-3) weeks during the spring semester. Students will be informed of dates and times of the Housing Selection Process by flyers and posters, and through email. Upon receipt of the Returning Student Housing Deposit and Housing Agreement, students will be able to participate in the Housing Selection Process. Receipt of the Returning Student Housing Deposit may take up to three (3) business days to process.

Students who are in a dating relationship may not room together in on-campus housing.

New Students: The new student Self-Selection process begins in mid-April. New students who have paid their enrollment deposit and housing deposit are eligible to apply for housing and self-select their room and roommate.

Meal Plans

A meal plan is required of all students living on campus. A student's meal plan correlates with the student's academic classification. Meal Plan Costs

There are different meal plans available at Campus Dish. Students wishing to upgrade their meal plan may do so by contacting the Bursar's Office. Students wishing to change their meal plan or request accommodations regarding their meal plan should follow the policy on the Disabilities page: Accommodations for Registered Students.

Check-In Procedures

New and returning students are notified of check-in dates and information via email and on the University website: Move-In Information

Check-Out Procedures

A student's semester ends upon the completion of their last exam. Residence halls, houses, and apartments are to be vacated by 5:00pm on the day following the student's final exam. The staff in residence halls and apartments will check out residential students who are vacating their rooms. To be checked out of their room, a student must remove all personal property, properly dispose of all trash and debris, sweep/vacuum the floor, wipe down all surfaces and lock all windows and doors. Personal items left behind by students after moving out may be donated or discarded. Any damage to the room and/or missing furnishings will be noted on the student's Checkout Form and Room Condition Form. Residential students failing to properly check out prior to leaving school will be billed for the cost of changing the room and/or suite door locks. The student will also be billed for the cost of cleaning the room, repairing damages, moving personal property out of the room and replacing missing university-owned furnishings. Students who leave school during a semester must check out of their rooms following the same procedure as outlined above. Failure to go through the process of checking out will result in the student continuing to be charged for the room as though they still occupy it.

If campus were to close in the middle of the semester based on a decision of Campbell University Administration, students would be given an express check out form from Residence Life Staff and a deadline for removing their belongings. A student must remove all personal property, properly dispose of all trash and clean their space before returning the express check out form/envelope, with the keys included. Should this occur during the semester, residents should check email for more instructions specific to their hall.

Early Arrival/Extended Occupancy

First-Year student residence halls will open on Saturday, August 15, 2026, for new students. Upperclassmen halls and apartments will open on Sunday, August 16, 2026, for returning students. Students will not be allowed to move in prior to those dates unless approved as an early arrival.

Residence halls and apartments will close for the academic year on the day following spring semester final exams for non-graduating residents which is Thursday, April 30, 2027, at 12:00 noon. All students are required to remove all personal belongings, clean their room, check out with hall staff, and turn in their room key by 5:00pm on the day after their last final, or this date.

Students requiring early arrival or extended occupancy must request approval from the Office of Residence Life & Housing. If approval is granted there will be a $100.00 charge per day for each additional day the student occupies a room in the residential facility.

Hall Closing

Residence Halls, University Apartments, and Fraternity and Sorority Houses: At the end of the fall semester, non-graduating students are to be out of their rooms by 5:00pm on the day after their last final or by 12:00pm on Wednesday, December 9, 2026. Students may leave their personal items in their rooms at their own risk during winter break. All personal property must be removed at the end of spring semester and summer school. Students who need accommodations during Winter Break must complete an extended occupancy form and submit it to the Office of Residence Life & Housing to obtain approval to stay in the residence hall, apartments, and fraternity and sorority houses. If approval is granted due to an emergency, there will be a $25.00 charge per day for each day the student occupies a room on campus.

Room Changes

Rooms may be occupied only by the students to whom they are assigned. Rooms may not be sublet to another person. Students assigned to an apartment or suite may not use or occupy an empty bedroom within that apartment or suite. The room change period will occur two weeks after the first day of classes. The room change period will be held at the discretion of Residence Life and Housing.

If a room change is necessary, all students involved must complete a Room Change Request Form provided by the Office of Residence Life & Housing. Requests will be granted if a room change is deemed necessary and space is available.

All room changes must be approved by the Area Coordinator. Once approved, the student will receive the key to the new room at the Office of Residence Life & Housing. Once the student has moved, they will check out with their former RA to turn in the key to their former room. Keys are not to be exchanged among students. Residents are not to change rooms and/or switch rooms/roommates without permission from the Office of Residence Life & Housing. Violation of this policy will result in disciplinary action.

Consolidation

The Office of Residence Life & Housing must efficiently and effectively utilize all available spaces in the residence halls. To accommodate the needs of all students, the Office of Residence Life & Housing reserves the right to consolidate students as needed.

Hall Meetings

Students are responsible for the information presented at the residence hall, apartment, and Fraternity/Sorority House meetings held by Residence Life & Housing staff. Resident Assistants will notify residents of upcoming hall meetings at least 48 hours prior, via their Campbell email. Residence Life & Housing staff may call meetings to address specific concerns with residents of a particular residence hall, apartment, or Fraternity & Sorority House. Attendance will be documented for all hall meetings. Staff will offer educational and social programming for each residence hall during the academic year.

Hall and Room Checks

The University reserves the right for authorized persons to inspect all areas of on-campus housing facilities, including rooms and furnishings. University staff and law enforcement (e.g. Harnett County Sheriff's Office) are among those authorized to enter residence hall and apartment rooms including Extended Campus Communities and conduct inspections and searches.

Health & Safety Checks

Health and Safety Checks will occur twice per semester. Health and Safety checks will be announced to residents one week prior to being conducted via signage in halls and notice will be sent in writing to residents through University email. If residents are not present at the scheduled time, the Resident Assistant will enter the space to conduct the check. Rooms will be checked for concerns including, but not limited to:

- damage to University property,
- fire safety hazards,
- excessive trash/garbage,
- and prohibited items.

Failure to comply with Health and Safety Check requirements may result in disciplinary action.

Housekeeping

Students are responsible for the cleanliness of their own rooms and bathrooms. The housekeeping staff will help with the cleanliness of the restroom facilities in common areas and common spaces of Pat Barker Hall, Jones Hall, Powell Hall, Bryan Hall, Northeast Hall, Small Hall, Burkot Hall, and McCall Hall. All residents are responsible for taking their trash to the proper trash containers for their building. Students may not leave personal items in the restrooms and common areas and must empty their own trash. Students will be charged for improper disposal of their personal trash/belongings.

Students living in Luby Wood Hall, Bob Barker Hall, Faculty Memorial Commons, Creekside Apartments, Stadium Apartments, and Extended Campus Communities are responsible for cleanliness of their room, the apartment, and bathroom facilities. Housekeeping service is provided only in the common areas of Bob Barker Hall and Luby Wood Hall. All residents are responsible for taking their trash to the proper trash containers located outside the buildings. Students will be charged for improper disposal of their personal trash/belongings.

Students living in the Fraternity/Sorority Houses are responsible for cleanliness of their rooms and the house. All residents are responsible to take their trash to the proper trash containers located outside the buildings. Students will be charged for improper disposal of their personal trash/belongings.

Fire Safety

Residence Halls*:* In the interest of safety, the University reserves the right to inspect and regulate the use of electrical appliances in residence halls. Students will be required to remove appliances which are determined to represent a potential hazard. Electrical appliances which contain resistance heat systems such as hair dryers or flat irons used for hair care are to be unplugged from electrical power sources when they are not in use.

Refrigerators must be plugged directly into electrical wall outlets. Residents may use oil diffusers that do not use an open flame. Only heavy-duty power cords and surge-protected power strips may be used to connect other appliances to wall outlets. Power cords and surge protectors may not be placed under carpeting, attached to wall or floor surfaces, or attached to each other. Thin brown/white extension cords are not allowed.

Halogen lights, electrical heaters, air fryers, toasters, toaster ovens, George Foreman grills, microwaves which have built in air fryers, kerosene heaters, incense, candles, and other items generating extreme heat

or requiring flames for operation are considered to be fire hazards and are NOT permitted in the residence halls.

Apartments/Bob Barker Hall Suites/Extended Campus Communities: In all apartments, Bob Barker Hall Suites, and Extended Campus Communities, students must follow the same safety standards as set forth above for residence halls with the exception of toasters, air fryers, and George Foreman grills, which will be allowed only in the kitchen areas.

False Fire Alarms
The following actions are a violation of state law and will automatically be addressed by the Community Standards Office as well as the Harnett County Fire Marshal:

1. Intentionally setting or, through negligence, causing a fire;
2. Unnecessarily activating a pull station or a smoke/heat detector, thereby causing a fire alarm to sound;
3. Submitting a false report concerning the existence of a fire or incendiary/explosivedevice.

The Buies Creek Fire Department will respond to all fire alarms/reports.

Damages

Students are individually responsible for any damage to their assigned residence hall, suite or apartment rooms and for damages to common areas. Any damage to a residence hall, suite or apartment will be charged to the residents residing where the damage has occurred.

Students may not play any ball games in or close to residence halls/apartment buildings. This includes, but is not limited to softball, football, golf, and darts due to the potential for damage and the disturbance of others who may be studying or sleeping. Charges will be assessed individually or collectively if any damages are made to University property and may involve disciplinary action.

Community Billing

A major part of the residential experience of living in a university community involves living together on campus. Residents are expected to be responsible with the ownership of their rooms, bathrooms, and lobbies. If damage or vandalism occurs in the halls, the student or students found to be responsible will be charged for the repair and / or damages. At Campbell, we use community billing as each incident occurs. We believe this encourages a sense of ownership in residents, accountability within the community, and improves our ability to control costs. Whenever the responsible individual(s) can be identified, the cost will apply to them, and they can also be found to be in violation of residence hall polices or student conduct charges.

If the specific individual(s) do not come forward, the amount of the repair is divided by the number of students in the suite, hall or on the specific floor. Damage or cleanliness issues which occur in common areas (lobby, kitchen area, stairwells, hallways, windows, etc.) are charged to the entire residence hall. Billing rates are determined by repair costs and labor.

The following represent potential damage fees.

Damage	Cost
Broken Desk Chair	$115.00
Broken light Switches, Receptacles, Covers	$58.00
Broken Mirror	$35.00*varies depending on location
Broken Thermostat on HVAC	$175.00
Broken/Damaged Lights (Globe/Lens, Cover)	$90.00
Carpet Cleaning	$230.00
Carpet/LVT Damage	$46.00 per carpet square foot and LVT repair cost will depend on contractor cost or if full replacement is needed with carpet or LVT
Damaged Cabinet	$345.00
Damaged Sink	$230.00
Damaged faucet	$115.00
Damaged Toilet	$175.00
Damaged shower/tub	$345.00/$920.00
Deep Cleaning Due to Pets	As billed from vendor
Excessive Trash Removal	$230.00
Door Damage repair/replace	$345.00/$920.00
Door Jam Damaged (Broken)	$175.00
Hole in walls (per hole) (1” up to 6”)	$115.00
Hole on Wall (per hole) (6” or larger)	$230.00
Painting Entire Wall/Touch Up	$50 wall/$345.00 full room (varies depending on damage)
Removal Of wall Hangers/command strips, etc.	$30
Other Damages	$50 or actual contractor cost
Bed end	$145 per side
Bed spring	$137
Student Desk	$425
Couch	$800
Living room chair	$400
Desk chair	$150
3 drawer chest	$400
Wardrobe	$700

Guest Policy

Campbell students may visit residential students in their communities (residence halls, houses, and apartments) during Guest Hours. Guest Hours are 10:00am to 12:00am (midnight) every day in our residence halls, apartments, and Fraternity and Sorority Houses. As a safety precaution each residential student is limited to one guest per resident, and no residential students may have a guest spend the night unless approved by the office of Residence Life & Housing. Should the Residence Life staff find more than the number of residents and guests in a residence hall room, those who do not reside in the room may be asked to leave.

1. Guests must remain with their host while visiting.
2. For residence hall rooms/suites which share a bathroom with another room, members of the opposite sex must use the public restroom located in the lounge.
3. All Student Codes of Conduct remain in effect during guest hours.

A resident's guest privileges may be terminated or canceled at any time deemed necessary by Residence Life & Housing due to emergencies, policy violations, or disruptive behavior.

Overnight Guests

Residents may have overnight guests up to five (5) nights per calendar month. An guest is considered to be anyone not assigned to the residence hall room. An overnight guest may stay no more than three (3) consecutive nights. Guests must check in with the Campus Safety Office to obtain a visitor's parking pass when applicable. Residents are responsible for getting approval for overnight guests from their roommate(s). Residents living in apartments or Fraternity & Sorority Houses need approval from the residents in each bedroom.

Cohabitation is defined as hosting any individual in a Campbell University residence hall room, suite, apartment, or Fraternity & Sorority house who is not assigned to that specific space for a period exceeding three (3) consecutive business days/nights in a given week and more than five (5) nights per month. Cohabitation in the residence halls, apartments, or Fraternity & Sorority houses is a violation of the contract between Residence Life and the resident and is subject to disciplinary action.

Quiet Hours

Students are asked to maintain a reasonable level of quietness in the residence halls, apartments, Fraternity & Sorority Houses. This standard is set to maintain a conducive academic environment. Residents should respect fellow students and staff by limiting noise to a minimum, especially in hallways and lobbies. Televisions, and conversations should never reach a noise level that disturbs other occupants. Quiet hours are set for all residences **from 10:00pm - 10:00am daily**. Failure to abide by the set Quiet Hours may result in disciplinary action. Special hours may be required at other times, such as 24-hour Quiet Hours during exam periods.

Housing Access

Residents are responsible for keeping possession of any assigned keys or ID cards and are responsible for locking doors to their rooms/suites. Lost keys must be reported to Residence Life & Housing staff immediately so the affected locks can be changed, and new keys issued. For lost residence hall keys, a $50 charge will be assessed to the resident's account for the lock change and key replacement. For keys to apartments and Fraternity & Sorority Houses, a $150 charge will be assessed to the resident's account. Lost ID cards should be reported to ID services in Bryan Hall. The same charges will apply for residents who do not return their assigned keys after moving out of their housing assignment.

Failing to report the loss of a key or ID card with building access, giving a key or ID card to a non-resident, and propping open or tampering with doors may lead to disciplinary action. Doors with card-swipe access have activated alarms for when doors are held open or propped open for an extended period of time. If the individual(s) causing the door to be held open or propped open or otherwise vandalized is not known, the students on that floor, hall, or suite may be held collectively responsible and assessed charges for the offense. Students may not change locks, place dead bolts on doors, install chains, or secure doors to rooms, closets, refrigerators, etc., to prevent entry by authorized persons.

> ***Lock-out Charges:*** A lock-out is when a resident requests staff from Residence Life & Housing, Facilities, or Campus Safety to let them into their suite/room due to locking themselves out. Residents will be charged $15 per lock-out. Courtesy lock-outs—lock-outs where a charge is not assessed—are not granted.

Housing Furnishings

All furnished bedrooms come with a bed, chest of drawers, closet or wardrobe, desk, and chair for each student. All beds have 80" XL Twin mattresses. Removing University furnishings from rooms is not allowed. Due to fire hazards and pest concerns, students are not allowed to bring their own couches, loveseats, or any fully upholstered furniture. Students are not permitted to bring personal beds. All personal items must be removed when a resident moves out of their room. Any personal furniture left in the room will be discarded and a charge added to the student's account for removal of the items.

Window screens are not to be removed; passageways are not to be obstructed; and improper use or removal of furniture or fixtures is not permitted. The placing of furniture in hallways or on balconies is a fire hazard and not permitted. All University issued furniture must remain in the room, suite, apartment, or house.

Campbell University provides furnishings for all common areas of the residence halls and apartments. In the event of damage or theft of Campbell University property, disciplinary action may be taken, and relevant charges may be made to the accounts of students found responsible. If the responsible person(s) are not known, residents in the hall, suite, apartment, house, or floor may be held collectively responsible.

Refrigerators

Students in residence halls may provide their own room-size refrigerator. Refrigerators must be connected DIRECTLY to electrical wall outlets and draw 1.5 amps or less. Recommended size is 3.5 cubic feet or smaller.

Room Decorations

Students in on-campus housing are not authorized to paint their rooms. Due to fire codes, signs and posters are not to be placed on the back or front of room doors. The following items are not permitted in on-campus housing:

1. Sexually suggestive or offensive posters or pictures;
2. Alcoholic beverages or illegal drug advertisements, pictures, posters or paraphernalia;
3. Department of Transportation signs.

All room decorations must be removed when the student moves out of the room. Any damage in the residence hall room, suite or apartment, Fraternity/Sorority Houses, or to university property may result in additional charges. Strip LED lighting and wall adhesive ("command strips") leave significant damage to paint and **are not permitted.**

Personal Property

It is recommended that students living in on-campus housing acquire renter's insurance. Doors to rooms and apartments should always be locked to prevent theft and provide safety. Residents should never leave belongings unattended in common spaces. The University does not guarantee against loss due to the failure of mechanical equipment, interruption of utilities, or against voltage surges in electrical current.

Any personal property left in on-campus housing after a resident has moved out will be disposed of. A charge will be assessed to the resident's account for removal of the items.

Ledges

Only authorized maintenance personnel may stand, walk, climb or place items on the outside window ledges, drainpipes, roofs, etc. of University buildings. Students who climb out on ledges or on the roof of buildings will face disciplinary action. This includes climbing out of windows and entering through windows on ledges.

Internet

Residence Halls, Apartments, and Fraternity/Sorority Houses are wired with fiber optic cable to permit high-speed Ethernet access to the Internet. Extended Campus Communities will have high speed Internet.

Weapons

Campbell University has opted out of NC General Statute #NCGS 14-269.2 and prohibits students from bringing weapons of any kind onto campus and/or into the residence halls/apartments/houses. Pistols, rifles, shotguns, bows and arrows, aerosol guns, pellet guns, BB guns, knives, darts, martial art devices such as numb chucks and stars, bottle rockets, firecrackers, sparklers, smoke bombs, paint ball guns, and similar items are all included in this prohibition.

Additional Rules

It is the responsibility of the student to know additional housing rules. These may be found on bulletin boards in the residence halls/apartments, announced by email, or in hall meetings.

Policy Adjudication

Policy violations falling under, but not limited to, the following subjects will be adjudicated by Residence Life & Housing Staff: Health & Safety, property damages, guests, and university furnishings. In some cases, these violations may be processed in the Community Standards Office.

These sanctions are not absolutes and are suggested minimum sanctions. Based upon the severity of an incident when a student has violated the Residential Regulations, the University reserves the right to adjust or increase any sanctions assigned to the student. Unless otherwise stated, the standard sanction assigned for a student's third (3rd) violation of a policy is removal from University Housing.

Area Coordinators will assign sanctions to residents based on the below guidelines and suggested residential regulation sanctions. Any residential student can appeal their assigned sanctions to the Assistant Director of Residence Life but the appeal must be made in writing within three (3) business days of receiving notice of the sanction.

Safety, Well-Being, and Access

Student Right to Know and Campus Security Act

The Student Right-to-Know and Campus Security Act of 1990 and the Campus Sexual Violence Elimination Act of 2013 mandates that certain information be kept and disclosed about on campus crimes considered to be a threat to students or staff: including murder, rape, robbery, aggravated assault, domestic violence (including dating violence), stalking, burglary, and motor vehicle theft which are reported to college officials, campus security, or to local police. In addition, institutions must also report arrests for the following crimes: liquor law violations, drug abuse violations, and weapons possessions. This information is made available annually by Campus Safety to all enrolled students and to prospective students upon request. Students and employees are to promptly report crimes to the Director of Campus Safety. Campus Safety has a robust website with vital information about campus safety and security policies and procedures.

Campus Safety and Parking Services

Campus Safety is active in its goal to help Campbell University be a safe and secure environment to learn, work, and live. We strive to provide quality law enforcement and security services to our students, faculty, and guests. We work diligently to support, protect, and serve the University through professional services.

Department's Role/Function/Services Offered:

- Harnett County Sheriff's Office Deputies and CU Security Offices patrol campus 24/7/365
- Respond to calls for assistance
- Respond to emergency calls
- Provide crime prevention and safety programs to the campus community
- Enforce parking regulations
- Provide handicapped/injury/hours of darkness transports to students and faculty/staff
- Provide assistance with minor vehicle issues
- Residential and vehicle unlocks/jump starts
- Silent Witness program: Silent Witness

Parking Information: Parking Information

Parking fines are assessed for the following violations and charged to student accounts:

· Failure to move for events: $40.00
· Parking in wrong lot: $55.00
· Parking over allotted time: $55.00
· Parking in Faculty/Staff space: $55.00
· Failing to display current decal: $55.00
· Parking in visitors/reserved space: $55.00
· Double Parking: $55.00
· Parking in a loading zone: $55.00
· Parking on grass: $40.00
· Parking in un-marked space: $40.00
· Failing to display Parking Decal in proper place: $40.00
· Parking in fire lane: $95.00

· Parking in handicap space: $125.00

Parking citation appeal process:
Appeals should be submitted online at: www.campbell.edu/campussafety , within five (5) business days business days

Department Contact Information:
Email: publicsafety@campbell.edu
Phone: (910) 893-1375
Website: Campus Safety
Location: 520 Leslie Campbell Avenue

Student Care

The Office of Student Care supports and cares for students holistically through education, empowerment, and support while working with numerous campus and community resources to best support students. The Office of Student Care staff meets with students on an as needed basis to support their overall well-being. Students are encouraged to reach out to the office at any point during the year if they are looking for support or have questions about life at Campbell.

Email: casemanager@campbell.edu
Phone at (910)814-5707
More information can be found here.
Link - https://www.campbell.edu/students/student-care/

Confidential Crime Reporting (Silent Witness)

Members of the campus community may make formal reports to Campus Safety of crimes without having their names used. While such reports cannot be used for criminal prosecution, the information they contain will be used in the University's crime prevention program. Furthermore, persons making such reports will be given every opportunity to avail themselves of victim assistance programs. Silent Witness is to be used to report any information you have regarding a suspicious person, any suspicious activity, or a crime that has occurred on or off campus. Anonymous tips are always welcome. These campus tips will be immediately forwarded to Campus Safety. Report tips at: Silent Witness

Counseling Services

Campbell University students are eligible to receive free, confidential counseling via in-person and virtual consultations, groups, and individual sessions. To make an appointment, visit the Counseling Services located at the Wynn House (381 Main Street), call (910) 814-5709, or Request an Appointment . If there is concern about a fellow student, please complete a Student Care Referrral

Campus Advocacy, Resource, Empowerment and Support (CARES) Team

The CARES Team is a cross-campus team which provides support for students who are experiencing crisis, have exhibited concerning behavior, or need additional support to persist and graduate. This team does not address behavior that indicates a direct threat of harm to the University community, which is referred to the Behavioral Assessment Team (BAT). CARES works collaboratively with BAT and the groups may share referrals.

The CARES team meets regularly throughout the academic year and is designed to promote efficient sharing of information and resources with the goal of providing the best practical support for students in need. Members often take an active role with students, providing support based on their areas of expertise. Smaller teams will be formed to tailor support to specific student needs when appropriate. Referrals to CARES may come through the Student Care Report form, CU Succeed flags, or other campus offices and committees.

Co-Chair – Dean for Student Well-Being
Co-Chair – Director of Student Care

Academic Advising Representative
Counseling Services Representative
Disability Services Representative
Spiritual Life Representative
Residence Life Representative
Student Conduct Representative
Athletics Administration Representative
Athletics Academic Representative
Title IX Coordinator
Financial Aid Representative
Bursar's Office Representative
Registrar's Office Representative
Representatives from Graduate/Professional programs

Disability Services

Disability Services works to ensure students with disabilities receive reasonable accommodations that provide equal access to all programs, activities and events of Campbell University in compliance with relevant statutes (ADA, Section 504, state law) and to support students as they develop self-advocacy skills and awareness of disability rights.

More information and The Student DSS can be found here: Student Disability Services

Services Offered:

- Academic Accommodations: Academic accommodations can be similar to an IEP or 504 plan a student may have had in high school, and often include testing accommodations and classroom support. Interpreting and captioning may also be provided.

- Housing Accommodations: Students with disabilities are an important part of our vibrant residential community, and housing accommodations provide a fuller access to the experience. Examples include access features in residence halls and support with dietary needs.

- Registration for Service & Emotional Support Animals: Service and emotional support animals are vital resources for some students. Students living in University housing who need to live with a Service or Emotional Support Animal should notify Disability Services as soon as possible. Requests may take up to 60 university business days before the animal is allowed on campus, but will be handed as quickly as possible. Bringing an animal to campus before approval is given will result in disciplinary action as described in the sections above.

Service Fees:
Students using third-party services for accommodation must notify our office 48-hours before scheduled use (i.e., 48-hours before a canceled class for captioning services). Students will be charged full costs for these unused services.

Appeal Policies:
https://www.campbell.edu/students/student-success/disability-services/student-dss-guide/
Disability Services has adopted an internal grievance procedure providing for the equitable resolution, within a reasonable time, of complaints by students with disabilities alleging violations of their rights under the Americans with Disabilities Act ("ADA") and under Section 504 of the Rehabilitation Act of 1973 ("Section 504"). Please follow the following steps to resolve a complaint.

More specific information can be found on the Campbell website at Student Disability Services

Department Contact Information:
Email: disabilityservices@campbell.edu

Phone: (910) 814-7514
Website: Student Disability Services

Emergency Contact Information

Students are expected to maintain their emergency contact information, so the university knows the proper person(s) to be contacted in case that student has an emergency. **All students must confirm the emergency contact information in Self-Service is correct as a condition for registration for the upcoming semester.** This is done through the Self- Service section of the University's Website: Self-Service

Food Insecurity Resources

The Nourish Market is open to students and staff experiencing food insecurity, offering a space for shoppers to choose their food and personal hygiene items. With the main location at the Wallace Center and smaller satellite locations, there are multiple options to shop. Satellite Pantries are located in Counseling Services and Wiggins Memorial Library. Students and staff needing this level of support, should not hesitate to visit one of the locations. For more information on location hours and frequently asked questions, please check our webpage. For assistance and questions, contact Rev. Morgan Pajak at pajak@campbell.edu or (910) 814-4769.

Spiritual Life

The Office of Spiritual Life is deeply invested in ministry with our students. The love of God compels us to be present with our students as they discover who they are and who God is calling them to be. Because we are committed to engaging both the heart and mind, we seek to make space for students to explore their faith in a community that will welcome and challenge them. Resources include: worship, student ministries, spiritual formation and well-being, pastoral care, calling and purpose, and community engagement. For more information: Spiritual Life website

Anti-Hazing Policy and Procedures

Campbell University is committed to providing a safe and healthy campus environment for its students, faculty, staff, and visitors. Hazing is not permitted as part of the experience of being a student, a member, or potential member of an organization, an advisor, an athlete, a volunteer, or a person otherwise affiliated with the Campbell University community. The purpose of this policy is to define hazing and outline the procedures for reporting and adjudicating instances of hazing which may occur among the campus community.

***Hazing**:* any intentional, knowing, or reckless act committed by a person (whether individual or in concert with other persons) against another person or persons regardless of the willingness of such other person or persons to participate, that –

a. Is committed in the course of an initiation into an affiliation with, or the maintenance of membership in, a student organization; AND

b. Causes or creates a risk, above the reasonable risk encountered in the course of participation in the institution of higher education or the organization (such as the physical preparation necessary for participation in an athletic team), of physical or psychologic injury including but not limited to –

- Whipping, beating, striking, electronic shocking, placing of a harmful substance on someone's body, or similar activity;
- Causing coercing or otherwise inducting sleep deprivation, exposure to the elements, confinement in a small space, extreme calisthenics, or other similar activity;
- Causing, coercing, or otherwise inducing another person to perform sexual acts;
- Any activity that places another person in reasonable fear of bodily harm through the use of threatening words or conduct;
- Any activity against another person that includes a criminal violation of local, State, Tribal, or Federal law; and
- Any activity that induces, causes or requires another person to perform a duty or task that involves a criminal violation of local, State, Tribal or Federal law.

Reports of Hazing incidents within student organizations will be investigated by the Office of Student Life and Christian Mission using the offenses and related definitions in this policy. After an investigation of student organization Hazing, the Office of Student Life & Christian Mission will proceed to adjudicate the matter in accordance with its procedures outlined in the policy. Reported incidents of employee misconduct where an employee is alleged to engage in Hazing will be referred to the Office of Human Resources for investigation and adjudication in accordance with the Personnel Manual

The Anti-Hazing policy can be found here: Anti-Hazing

Title IX Policy and Procedures

Notice of Non-Discrimination and Prohibited Conduct

Campbell University is committed to equality of educational opportunity and providing a safe and non-discriminatory learning, living, and working environments for all members of the University community in accordance with Title IX of the Education Amendments of 1972 ("Title IX").

Campbell University does not discriminate on the basis of sex or gender in its education programs or activities, including admission and employment. The University will not tolerate acts of sex-based discrimination, including sexual harassment, sexual violence, or gender-based harassment. The University's nondiscrimination policy is seen at https://campbell.edu/policies/discrimination-and-harassment/.

All members of our community are expected to conduct themselves in a manner that reflects personal integrity and a respect for others. To report information about conduct that may constitute sex discrimination under Title IX or to make a complaint of sex discrimination, **contact the University's Title IX Coordinator: Danielle Evans, titleix@campbell.edu, (910) 893-1217.**

Inquiries about the application of Title IX may be referred to the Title IX Coordinator or the Office for Civil Rights, or both.

The University recognizes the serious and negative impacts sex discrimination and sex-based harassment have on individuals and the University community. To that end, the University endeavors to eliminate and prevent them and address their effects. This policy outlines how the University receives, investigates, responds to, and resolves complaints of sex discrimination, including sexual harassment.

Sex discrimination refers to a broad range of prohibited conduct, including non-harassment sex discrimination and sex-based harassment. Once made aware of a complaint regarding sex discrimination, the University may conduct an investigation regardless of how the information was brought to the University's attention or the extent to which the complaining party wishes to participate or be involved under the procedures outlined in this policy. Once the University investigates, it will respond to complaints or reports about sex discrimination with measures designed to stop the behavior, eliminate any such prohibited conduct, prevent the recurrence of the prohibited conduct, and remediate any adverse effects of such conduct on campus or in University-related programs or activities.

Students, faculty, and staff who believe they have been subjected to sex discrimination or sexual harassment in violation of Title IX should follow the procedures outlined in this policy to report these concerns immediately to the Title IX Coordinator identified below. Title IX prohibits retaliation by any student and/or employee against anyone who reports an alleged Title IX violation.

To report information that may constitute sex discrimination or make a complaint of sex discrimination under Title IX, please contact Danielle Evans, titleix@campbell.edu, (910) 893-1217, or the Deputy Title IX Coordinator, Melissa Wendt, mwendt@campbell.edu, (906) 251-0250.

Inquiries about Title IX may be directed to the Title IX Coordinator, the Deputy Title IX Coordinator, and/or the United States Department of Education's Office for Civil Rights. The U.S. Department of Education's Office of Civil Rights may be contacted at District of Columbia Office, U.S. Department of Education, 400 Maryland Avenue, S.W. Washington, D.C. 20202-1475. Telephone: (202) 453-6020; Facsimile: (202) 453-6021; Email: OCR.DC@ed.gov.

For more on these policies visit Title IX policies and procedures

Contact Information

Title IX Coordinator: Danielle Evans, titleix@campbell.edu; (910)893-1217

Deputy Title IX Coordinator: Melissa Wendt, mwendt@campbell.edu; (906) 251-0250

Campus Safety:

- Emergency:
  - On-Campus: 1911
  - Off Campus: 911
- Non-Emergency:
  - On-Campus: 1375
  - Off Campus: (910)893-1375
  - TDD:(910)-893-1912

Health Center: (910)893-1560

Health Center Employees (Confidential Employees):

- Robert Agnello, Family Medicine/Pain Medicine Physician: agnello@campbell.edu; (910)893-7602
- Amy Allen, Registered Nurse: allena@campbell.edu; (910)893-1561
- Susan G. Autry, Registered Nurse: autrys@campbell.edu; (910)893-1560
- Wade H. Brown, Staff Pharmacist: brown@campbell.edu; (910)893-1400
- Leigh Byrd, Physician Assistant: byrdl@campbll.edu; (910) 893-1560
- Amanda Lee, Physician Assistant: awlee@campbell.edu; (910)893-7061
- Cynthia Lee, Nurse Practitioner: clee@campbell.edu; (910) 893-1560
- Katie Trotta, Pharmacy Manager: trotta@campbell.edu; (910)893-1810

Counseling Services (Confidential Employees):

- Amy Johnson, Director of Counseling Services: amjohnson@campbell.edu; 910-814-5709
- Ruth Cooper, Counselor at Law School: rcooper@campbell.edu; 919-856-4663

Campus Minister (Confidential Employee):

- Louisa M. Ward, Campus Minister: ward@campbell.edu; 910-893-1549

Note: Some confidential employees are employed both by the Health Center, Counseling Services, or

Spiritual Life AND may be employed as administrators, professors, etc. The confidential employees listed above do not have to disclose information they learn about alleged sex discrimination to the Title IX Coordinator when they learn that information in their roles in the Health Center, Counseling Services, or Spiritual Life. However, if they are also employed as an administrator, professor, etc., they would have to disclose information about alleged sex discrimination to the Title IX Coordinator that they learned in their role as an administrator, professor, etc. If this is a concern, please take the time to review the Campus Directory