

The most up-to-date compliance information is available on the college website, www.spcollege.edu. Access to information about Board of Trustees rules, procedures, safety and security data and other compliance and legal regulations can be accessed at www.spcollege.edu/legal or www.spcollege.edu/boardrules.

Links to specific information about the following topics can be found at www.spcollege.edu/studentrights:

- Academic Honesty Guidelines
- Accreditation
- Access to SPC Campuses
- Acquired Immune Deficiency Syndrome (AIDS) Information
- Alcohol and Illegal Drugs
- Annual Campus Security/Crime Update
- Articulation Agreement
- Catalog Year vis-à-vis College Entrance and Allied Health Programs
- Complaints/Concerns/Suggestions
- Complying with Copyright Law
- Copyright Infringement Policies
- Cost of Attendance
- Crime Information and Statistics
- Course Repeat Policy
- Disability Resources
- Disciplinary Procedure
- Discrimination Grievance Procedure
- Drug Alcohol Abuse Prevention
- Fire Safety Reports
- Florida Virtual Camps (FLVC)
- Gender Equity in Intercollegiate Athletics
- General Education Requirements
- Graduation and Transfer Rates
- Gramm Leach Bliley Act
- Incomplete Grades and Procedures
- Information Technology Acceptable Use
- Intercollegiate Athletics
- Mass Notification
- Meningococcal Meningitis & Hepatitis B
- Missing Person Policy
- Net Price Calculator
- Parking

- Peer to Peer File Sharing
- Placement Rates
- Possession of Weapons
- Preventative Measures Against Rape
- Reporting a Crime/Important Numbers
- Retention Rate
- SARS Basic Information
- Security Awareness/Tips
- Sexual Harassment Awareness, Definitions and Facts
- Sexual Misconduct Definitions and Facts
- Student and Student Organization Regulations
- Student Body Diversity
- Student Ombudsman Office
- Student Records Rule
- Threat Assessment
- Time Warnings and Emergency Notifications
- Transfer of Credit Policy
- Voluntary Audit/Withdrawal Policy
- Voter Registration
- Warning/Probation/Suspension/Dismissal Policy

SPC Complaint Policy

St. Petersburg College is always looking for ways to improve. We are committed to providing prompt and fair resolution of all student concerns and strive to make the process of communicating such concerns as easy as possible. We take these concerns very seriously and the information below outlines this process. Examples of student complaints related to this policy include matters relating to College facilities (services received, facilities, etc.) or other services such as the College bookstore, student services or campus cafeteria.

To make a formal complaint:

1. Access the College's Student Complaint website www.spcollege.edu/complaint.
2. Complete and submit the online complaint form. If a student is in need of accommodations, a college employee may submit the form on their behalf.
3. Your complaint will be routed to the appropriate department and you will receive confirmation of receipt within 24 hours (not counting days the college is closed) that the complaint has been received.

4. The complaint will be processed and you will be notified of the resolution in writing.

Academic appeals and student grievances are not considered complaints and should be lodged through the formal student grievance/appeal process found in the SPC Board of Trustee Procedure (P6Hx23-4.36). If you have an academic grievance or appeal, please utilize this procedure.

Conduct

SPC students are expected to conduct themselves in a manner that will reflect credit to the college, the community and themselves. Each student, by registering, assumes the responsibility to become familiar with and abide by the general regulations and rules of conduct outlined at www.spcollege.edu/studentconduct.

Discrimination

SPC does not tolerate discrimination in its employment practices or in the admission and treatment of students. All SPC employees and students are responsible to adhere to SPC's discrimination policy. Violators are subject to disciplinary action, which may include reprimand, suspension or dismissal. For information on types of discrimination and reporting information visit www.spcollege.edu/discrimination.

Safety Reports

St. Petersburg College's Security Department is dedicated to the safety of students, staff and visitors by providing quality services and information to help make the time that you spend at SPC safe and enjoyable. Visit www.spcollege.edu/campussafety for current reports on:

- Criminal activity on campus/neighborhood area
- Fire Report
- Sexual Offenders List
- OSHA Report

Sexual Harassment

St. Petersburg College has a strong commitment to keeping its workplaces and classrooms free from sexual harassment. The responsibility for doing so rests with each member of the college community. Get details on what constitutes sexual harassment, frequently asked questions and reporting contacts at www.spcollege.edu/sexual_harassment.

Sexual Misconduct

It is St. Petersburg College's goal to prevent sexual assault (rape) and sexual harassment on all of its campuses and other facilities. For information on definitions and facts about sexual misconduct, preventive measures you can take, procedures for reporting, penalties, victims' rights and more, visit www.spcollege.edu/sexual_misconduct.

Student Records

Students and eligible parents and guardians have the rights as afforded by the Family Educational Rights and Privacy Act (FERPA) to:

- Inspect and review education records within 30 days of the day the college receives a request for access
- Request the amendment of a student education record the student believes is inaccurate
- Consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent
- Obtain a copy of the college's policy on student records from the office of the Associate Provost on each campus, center or site.
- Restrict the release of college directory information. This can be done in the "My Information" section of MySPC.
- File a complaint concerning any and all alleged failures of a state college to comply with the requirements of FERPA with the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue SW, Washington, DC 20202-5901.

For more information on FERPA, what constitutes directory information, and how to exercise your right to restrict access to it, visit www.spcollege.edu/FERPA.