

policies with respect to the allegation made against him or her. (§99.31(a)(14)).

To parents of a student regarding the student's violation of any Federal, State, or local law, or of any rule or policy of the school, governing the use or possession of alcohol or a controlled substance if the school determines the student committed a disciplinary violation and the student is under the age of 21. (§99.31(a) (15)).

If you have any questions about your FERPA rights, please see your Campus Registrar or Dean of Students.

Social Security Confidentiality Act

The Social Security Number Confidentiality Act (42 U.S.C. §405(c)(2)(C)(viii)(I)), protects students from identify theft by prohibiting the College from disclosing social security account numbers or related records. Any publicly displayed document will exclude students' social security numbers.

Additional information regarding the maintenance of student records can be obtained from the Registrar's Office.

STUDENT RECORD RETENTION

SJVC retains student records permanently. Copies may be requested from the Registrar.

CHANGE OF STUDENT INFORMATION

Students should immediately report any change in their personal information (such as name, address, telephone number, etc.) to the Registrar's Office. **SJVC** will not be held responsible for any mail sent to the wrong address due to an incorrect address on file with the College.

Students' names on official **SJVC** records and transcripts must reflect their names as they appear on official documents, such as driver's licenses, social security cards, passports, etc. In order for a student to change his/her name on **SJVC** records, a marriage certificate, divorce decree, or court document must be presented to substantiate the change.

DIVERSITY STATEMENT

SJVC values diversity, equity, and inclusion. The College takes appropriate steps to continually foster a learning and working environment that promotes mutual respect for others despite differences such as race, ethnicity, gender, age, religion, abilities/disabilities, sexual orientation, gender identity, socioeconomic status, and geographic region. Student and employee scholarship is encouraged as an expression and expansion of knowledge.

SJVC advocates for equity and inclusion across its diverse student population by providing access to higher educational opportunities and intentional services. Programs and services are designed to support a successful academic experience leading to graduation and in-field

employment. Practices are in place to close the opportunity gaps represented in **SJVC**'s "at-risk" student population. As articulated in its mission, "**SJVC is committed to the success of every student.**"

NOTICE OF NON-DISCRIMINATION

SJVC complies with all pertinent titles and sections of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, the Rehabilitation Act of 1973 and all other applicable federal, state and local laws. **SJVC** does not discriminate on the basis of any characteristic protected by federal, state, or local law, ordinance, or regulation. Any discriminatory action should be reported to the Campus President. If the Campus President does not appropriately address a student's concern, or if a student is not comfortable in making the report at this level, notification should be sent to:

Crystal VanderTuig, Director of Institutional Relations
San Joaquin Valley College
3828 West Caldwell Avenue
Visalia, CA 93277
(559) 734-9000
Crystal.VanderTuig@sjvc.edu

The Director of Institutional Relations serves as **SJVC**'s Title IX Coordinator. Any questions concerning this policy and/or the procedures to report discriminatory actions should be directed to Campus Leadership.

HARASSMENT

SJVC is committed to providing an environment that is healthy, safe, and free from all forms of discrimination and unlawful harassment, in compliance with the provisions of the Civil Rights Act of 1991, the Fair Employment and Housing Act, Title IX of the Education Amendments of 1972, and other human rights and equal opportunity laws. **SJVC** policy strictly prohibits the harassment of any student, staff or faculty member, or visitor to the College. Harassment is any unwelcome or unwanted conduct that denigrates or shows hostility or an aversion toward another person on the basis of any characteristic protected by law. Harassment may be verbal, visual or non-verbal, and/or physical. Examples of some of the forms of harassment include, but are not limited to: Content that is racial, sexual, or personal in nature conveyed through graffiti, verbal statements, phone calls, emails, gestures, or other means defined by law. The College **absolutely forbids** any form of harassment.

Any harassing conduct involving verbal or physical abuse, assault, battery, threats of violence (to include verbal harassment and intimidation) that threatens the safety or well-being of any visitor or member of the College community will not be tolerated. Disciplinary action will be taken promptly against any student or employee, supervisory or otherwise, who has been found to have engaged in harassing behavior. Students will be subject to the full range of disciplinary actions contained in the **Student**