

Welcome UNI Students,

I hope you have had a successful start to the fall semester and that you are enjoying your experiences at the University of Northern Iowa.

Various state and federal laws require the University of Northern Iowa to provide information and notice to you on a variety of policies and procedures. You should receive this message only once each academic year. Please review and retain this message for future reference. Consumer information that is required by law to be made available may be found online at: <http://www.uni.edu/resources/consumer-info/>. Paper copies of any of the information provided here are available upon request.

It is your responsibility to know and follow current requirements and procedures at all levels of the university. Information about key resources, student conduct policies, student rights, and other matters affecting you are described in detail the University Student Conduct Resources <http://www.uni.edu/studentaffairs/deanofstudents/handbook/>. These include the following:

EMERGENCY ALERT

The UNI Alert System notifies the campus community of emergencies and threats to physical safety in emergency situations: tornado, violence, hazardous material incident, cancelled classes, university closure, etc. Notification is by cell phone, landline phone, e-mail and/or text-message. If you want to change your emergency contact information, log in to [MyUNiverse](#) and click on Update my personal information/UNI Alert tab. You are the only person who can update this data. Please review it carefully. You are encouraged to update your UNI Alert notification to text messages, as you are likely to receive these the quickest.

EMAIL

All students are provided with an email account hosted by Google Apps for Education. All **official UNI communications**, including u-bill notifications, are sent to your UNI **email** account, so it is important that it is checked often. If you want to forward your email to another account, visit the following website: <http://www.uni.edu/its/support/article/1030>

CRIME AWARENESS & CAMPUS SAFETY

In compliance with the Jeanne Clery Act, UNI publishes an Annual Security & Fire Report. The report contains information regarding campus safety and security including crime prevention, crime reporting policies, drug and alcohol abuse, sexual assault and student disciplinary procedures. The report also contains the three previous years' crime and fire statistics for on-campus locations and certain off campus locations owned or controlled by UNI.

To obtain a copy of the report, contact the UNI Department of Public Safety located at 030 Gilchrist Hall, Cedar Falls, IA 50614, call [\(319\) 273-2712](tel:3192732712) or visit the website: http://www.vpaf.uni.edu/pubsaf/crime_stats/clery.shtml

Questions regarding any of the information contained in the university's annual security report may be directed to the Director of Public Safety or the Dean of Students.

FERPA

The Family Educational Rights and Privacy Act (also referred to as FERPA or the Buckley Amendment) guarantees matriculated students at postsecondary institutions certain rights with respect to their educational records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education.

Students have four basic rights under FERPA, which include:

- To be notified of their FERPA rights at least annually.
- To inspect and review their records.
- To amend an incorrect record.
- To consent to disclosure (with exceptions).

A school may disclose, without consent, "directory information," such as a student's name, address, telephone number, birthday, honors and awards, and dates of attendance.

For more information related to FERPA, please go to [FERPA Information and Training](#) under the Faculty and Staff tab or go to [Notification of Rights Under FERPA](#) under the Students tab.

RESOURCES FOR SEXUAL ASSAULT, TITLE IX, & MISCONDUCT CONCERNS

The University of Northern Iowa is committed to providing a safe living and learning environment for all students. Maintaining this type of environment requires that any sexual behavior of students be consensual. The university provides comprehensive support and services for students harmed by violence, and works toward creating an environment that is intolerant of violence and supportive of victims. Special emphasis is placed on violence prevention, providing support for those who may have been victimized, and ensuring a vigorous enforcement of institutional policy and law. The following resources are available to you:

[Safety Website](#)

- Provides information on the Discrimination, Harassment, and Sexual Misconduct Policy, how to file a report and options for support.

[Violence Intervention Services](#), 101 Wellness Recreation Center, (319) 273-2137

- Provides confidential advocacy for survivors of sexual assault, sexual misconduct, stalking, domestic violence, and other forms of relationship violence.

[Riverview Center](#), (888) 557-0310

- Offers confidential advocacy for sexual assault survivors 24 hours a day, 7 days a week.

[Waypoint Services](#), 800-208-0388

- Offers confidential advocacy for relationship violence 24 hours a day, 7 days a week.

[UNI Police](#), 30 Gilchrist Hall, (319) 273-2712

- Assists students in determining whether a crime was committed and what options are available for the survivor to pursue.

[Title IX Officer](#), Office of Compliance and Equity Management, 117 Gilchrist, (319) 273-2846

- UNI encourages those who have experienced any form of sexual harassment or assault to report the incident to the Title IX Officer or any of the Title IX Deputy Coordinators. Separate criminal charges may be pursued by contacting UNI Police at [\(319\) 273-2712](#). For more information, please visit www.uni.edu/equity/title-ix-reporting.
- Assists students with Title IX and equity issues involving Federal and state laws, as well as Board of Regents and University policies dealing with civil rights issues.

STUDENT RIGHTS AND RESPONSIBILITIES

As a student at the University of Northern Iowa, you are responsible for upholding the values of the Student Conduct Code: honesty, respect, and responsibility. Students are ensured due process and fair treatment through an educational conduct process that informs students of their rights as members of the university community and educates them about the responsibilities they have to themselves and the other members of the university community. The following policies outline the rights and responsibilities for students:

Academic Ethics [<http://www.uni.edu/pres/policies/301.shtml>](http://www.uni.edu/pres/policies/301.shtml)

Discrimination, Harassment, and Sexual Misconduct Policy [<http://www.uni.edu/policies/1302>](http://www.uni.edu/policies/1302)

Drugs and Alcohol [<http://www.uni.edu/pres/policies/413.shtml>](http://www.uni.edu/pres/policies/413.shtml)

Equal Opportunity and Non-Discrimination Statement [<http://www.uni.edu/pres/policies/1303.shtml>](http://www.uni.edu/pres/policies/1303.shtml)

Violations of Digital Copyrights (e.g. music, video, gaming, downloads, etc.)

<https://www.uni.edu/its/policies/plan-combating-copyright-abuse-required-higher-education-opportunity-act>

Student Rights <http://www.uni.edu/deanofstudents/studentrights>

Student Conduct Code [<http://www.uni.edu/pres/policies/302.shtml>](http://www.uni.edu/pres/policies/302.shtml)

Records and Privacy [<http://www.uni.edu/pres/policies/311.shtml>](http://www.uni.edu/pres/policies/311.shtml)

Use of Computer Resources <http://www.uni.edu/pres/policies/954.shtml>

ACCOMMODATIONS FOR STUDENTS WITH DISABILITIES

No qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of the University, or be subjected to unlawful discrimination by the University. This applies to all aspects of campus activities including employment, education, student programming, and services provided to the community at-large. In order to receive assistance with requests for accommodations, a student with a disability must contact [Student Disability Services](#).

PREGNANT STUDENTS

Students who are pregnant or who are parents **cannot** be excluded from participating in any part of UNI's educational program (academic or extracurricular). They must be treated in the same way that we treat similarly situated students who have temporary medical conditions. Absences related to pregnancy or childbirth must be excused for as long as the student's physician deems it medically necessary. When the student returns to school, they must be allowed to return to the same academic or extracurricular status as before they began their medical leave.

If you have questions, please contact Ashley Brickley, Coordinator of Student Disability Services (SDS), 3-2677. If, after working with SDS and/or your instructor, you believe your situation was not handled appropriately, please contact Leah Gutknecht, Assistant to the President for Compliance and Equity Management, and Title IX Officer, 3.2846.

For more information, visit this website: <http://www2.ed.gov/about/offices/list/ocr/letters/colleague-201306-title-ix.html>

FINANCIAL AID

Grant permission for "Federal Aid to Apply to Miscellaneous Charges." Federal aid will automatically be applied to all tuition, mandatory fees, and housing/meal plans that are contracted through the university. If you want to have your federal aid also pay for your miscellaneous charges, you must give your consent online.

For more information and detailed instructions, visit the website: http://www.uni.edu/sis/sites/default/files/GrantingPermissionforFederalAidtoApplytoMiscCharges_JOBAID_0.pdf

Sign-up for Direct Deposit. The University of Northern Iowa requires that all excess financial aid refunds and all other credit balances from your University bill be electronically deposited at the financial institution of your choice. This effort is to provide faster refunds, reduce mailing errors, and lower costs. For prompt processing of your refund, you must sign into **MyUNiverse**, go to the **Finances** tab, and click on the **Direct Deposit Sign-up** link. You will need to provide your bank account information into the

secure site to expedite all future refunds. **If you do not enroll in direct deposit, paper refunds could be delayed up to 21 days!**

NOTICE OF FEDERAL STUDENT FINANCIAL AID PENALTIES FOR DRUG LAW VIOLATIONS

A conviction for any offense, during a period of enrollment for which the student was receiving Title IV, HEA program funds, under any federal or state law involving the possession or sale of illegal drugs will result in the loss of eligibility for any Title IV, HEA grant, loan, or work-study assistance (HEA Sec. 484(r)(1); (20 U.S.C. 1091(r)(1)).

SALES AND SOLICITATION

Sales persons or agents for any product, service, proposition, or cause are prohibited from soliciting employees or students on University property or by campus mail systems. This prohibition applies to employees and students as well as off campus organizations and individuals. The full policy can be read at <http://www.uni.edu/pres/policies/807.shtml>

GRIEVANCES

Students have the right to resolve academic and student employment grievances, disagreements, and complaints according to the policies outlined below:

Academic Grievances <http://www.uni.edu/pres/policies/1201.shtml>

Graduate Assistant Grievances <http://www.uni.edu/pres/policies/1205.shtml>

Student Employee Grievances <http://www.uni.edu/pres/policies/1204.shtml>

RESOURCES FOR ALCOHOL & DRUG USE CONCERNS

There are many preventative and supportive services for students concerning alcohol and other drug use. All of these services are confidential. Students may seek consultation when they are concerned about their substance use or that of a partner, family member or friend, or about a recent incident/arrest.

[Substance Abuse Services](#), 101 Wellness and Recreation Center, (319) 273-3423

- Students should contact Substance Abuse Services for consultation and referrals, substance abuse evaluations, and educational interventions.

[UNI Counseling Center](#), 103 Student Health Center, (319) 273-2676

- Provides students with individual and group counseling, consultations and referrals.

[UNI Health Clinic](#), Student Health Center, (319) 273-2009

- Offers evaluation of injuries, general medical care, urgent care and pharmacological therapies when appropriate for students.

ALCOHOL & DRUG POLICY

It is the policy of the University of Northern Iowa and the Board of Regents to provide a drug-free workplace and learning environment. Alcohol and drug abuse pose a threat to the health and safety of University faculty, staff, students, and visitors. In compliance with the Drug-Free Workplace Act of 1988, the University of Northern Iowa is committed to the elimination of drug and alcohol abuse in the workplace. Alcohol and drug prevention programs include policy enforcement, education programs, and treatment services. The full policy may be found at <http://www.uni.edu/policies/413>.

Students who violate this policy may receive any of a number of sanctions, including an official warning, conduct probation, suspension, expulsion, or referral for prosecution and may be required to pay for any damages they caused. Depending upon the circumstances, participation in an educational program and/or a treatment program may also be required.

IOWA LAWS CONCERNING ALCOHOL

State law prohibits:

- Consuming or possessing an alcoholic beverage in a public place
- Possessing an open or unsealed container in a motor vehicle if it is within the immediate reach of the driver
- Public intoxication or pretending to be intoxicated
- Giving or selling alcohol to someone under age 21 or who is intoxicated
- Lending or permitting someone to use your driver's license so that they can obtain alcohol

Each of the above violations is a simple misdemeanor offense punishable by up to 30 days imprisonment and a fine of at least \$50, but not more than \$500.

Fake I.D.:

Anyone under 21 who alters, displays or possesses a fictitious or fraudulently altered license and uses it to purchase alcohol can lose their driver's license for up to 6 months.

Minor in Possession (MIP):

It is illegal to consume, possess or purchase alcohol if you are under 21.

- First Offense MIP - \$200 fine + court costs and surcharge = \$330
- Second Offense MIP - \$500 fine AND completion of a substance abuse evaluation or driver's license revocation for up to one year
- Third or subsequent Offense MIP - \$500 fine and license suspension for up to one year

Operating While Intoxicated (OWI):

- Deferred Judgment is available only to a first offender who was not involved in a personal injury crash, who consented to the test and whose test result was less than .15.
- Jail/Prison and Fine Minimums:

- 1st offense - 48 hours jail / \$1,250 fine (reductions possible)
- 2nd offense - 7 days jail / \$1,850 fine
- 3rd offense - 30 days jail or commit to prison (5 years maximum) / \$3,125 fine
- Driver's License Sanctions:
 - .02 violation (applies to persons under 21) - revocation of 60 days, second or subsequent violation is 90 days, no work permit is provided plus \$200 victim reparation fee and \$40 reinstatement fee
 - 1st offense (defendant consented to test) - revocation of 180 days
 - Subsequent violations result in harsher sanctions up to losing your vehicle.

HEALTH RISKS OF ALCOHOL CONSUMPTION:

- Violence: Fights, vandalism, sexual assaults, homicide, and suicide are far more likely when drinking is involved.
- Unprotected sex: Safer sex practices are often abandoned when drinking, which can result in unplanned pregnancy and/or sexually transmitted disease infection
- Serious injury: Most fatal automobile accidents involve alcohol use.
- Death from overdose.
- Addiction: If you have a family history of addiction, you have significantly increased risk for addiction.
- Lowered resistance to disease/illness.
- Increased risk of ulcers, heart disease, and multiple forms of cancer.
- Alcohol consumption during pregnancy can cause a range of physical deformities, brain damage and mental retardation.

HEALTH RISKS OF ILLEGAL DRUGS:

Marijuana: Possible long-term effects include apathy, lung disease, heart disease, stroke cancer and addiction. Marijuana use significantly impairs driving skills.

Stimulants: Possible long-term effects include anxiety, confusion, insomnia and psychotic symptoms, such as paranoia. Stimulants increase wakefulness and physical activity and decrease appetite. An overdose can be lethal.

Hallucinogens: Possible long-term effects include flashbacks & psychosis. The effects of hallucinogens are unpredictable and can vary dramatically based upon setting/environment. During "bad trips", the user generally feels panicked, confused, paranoid and out of control.

GENERAL CONCERNS & QUESTIONS

[Dean of Students Office](#), 118 Gilchrist, (319) 273-2332

- The Dean of Students Office is committed to helping students succeed. We value and support the rights of individuals to express views and opinions, to associate freely with others, and to live, work and assemble peacefully.