

VIRGINIA WESTERN COMMUNITY COLLEGE

I – ACADEMIC & STUDENT AFFAIRS POLICIES

I-51 – ADMISSION OF STUDENTS ON THE SEXUAL OFFENDER REGISTRY

Policy Number: I - 51

Last Reviewed: June 23, 2016

Responsible Dept.: DEAN OF STUDENT SERVICES

Section 23 – 2.2:1 of the *Code of Virginia* requires that the VCCS send enrollment information to the Virginia State Police concerning applicants to institutions of higher education. This information is transmitted electronically and compared against the Virginia Criminal Information Network Crime Information Center Convicted Sexual Offender Registry. Language on the web application informs applicants that their information is being transmitted to the State Police.

In the event that the State Police determine that an applicant to Virginia Western Community College is listed on the Sex Offender Registry, the State Police will notify Virginia Western. When the college receives such a notification, the following procedures apply:

- A. The applicant will be denied admission to Virginia Western in accordance with its admission policy:

The College reserves the right to evaluate special cases and to refuse admission to applicants when considered advisable in the best interest of the college.

- B. If the applicant registers for classes and becomes a student before the college received notification from the State Police, the student will be immediately informed that he/she is being dropped from classes and will receive a refund.

- C. An applicant may invoke his/her right to an appeal process.

Appeal Process for Denial of Admission or Withdrawal for Convicted Sex Offender

When a convicted sex offender is denied admission to or is administratively dropped from classes at Virginia Western Community College, he/she may invoke the following appeal process:

- A. The applicant or withdrawn student will receive a letter from the Dean of Student Services stating his/her denial of admission or administrative drop from classes.
- B. The applicant/withdrawn student may write a letter of appeal to the Dean of Student Services in which he/she provides the following information:
1. Disclosure of the nature of the offense for which he/she has been convicted;
 2. Justification for consideration of admission/reinstatement;
 3. Statement acknowledging his/her understanding that his/her identity and status as a convicted sex offender will be publicized on the college campus in accordance with federal and state law if he/she is admitted or reinstated.

Note: If a student is appealing a denial of admission or an administrative drop, he/she must submit the letter of appeal to the Dean of Student Services within seven (7) calendar days of the administrative drop.

- C. The Care/Threat Assessment Committee will review the information submitted and make a decision by a simple majority vote within fourteen (14) calendar days of receiving the letter of appeal. The Dean of Student Services will serve as the convener of the panel and will be a member of the panel.
- D. The Dean of Student Services will inform the applicant/dropped student by letter of the decision of the appeals panel. The decision of the appeals panel shall be final.

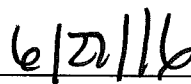
This policy also applies to persons seeking admittance to programs on Virginia Western Community College campuses and Virginia Western Community College Workforce supported instruction. Persons seeking admittance to these programs would follow the same appeal process.

Reviewed/Revised: 7/16/2007; 9/2014; 6/2016

Approved by



Robert H. Sandel, Ed.D.
President



Date