

STUDENT- CONSUMER INFORMATION

SOUTHSIDE
COLLEGE OF
HEALTH SCIENCES
FALL 2020

NON-DISCRIMINATION AND CIVIL RIGHTS STATEMENT

- Southside College of Health Sciences is committed to providing an inclusive and welcoming environment for all members of our community. The College is committed to equality of educational opportunity and does not discriminate in offering admission and access to its educational programs and activities on the basis of race, color, gender, age, national origin, religion, creed, disability, age, marital status, veteran's status, pregnancy, sexual orientation, gender identity or gender expression. This policy applies to College faculty , staff, students, and third parties conducting business on College property. For more information please www.schs.edu Consumer Information Disclosure.

VALUES

- HUMAN DIGNITY
- COMPASSION
- INTEGRITY
- SACREDNESS OF LIFE
- STEWARDSHIP
- SERVICE

MISSION – VISION – VALUES

- The Mission, Vision, and Values can be found in the College catalog and in the program handbooks
- The catalog can be found on the website (www.schs.edu) and in Canvas (the learning management system) under *RES 100*
- The College is a department within Southside Regional Medical Center and both were purchased in January 2020 by Bon Secours Mercy Health, a non-profit Catholic healthcare system.

BON SECOURS DAYS

- **Foundation Day – January 24**
 - celebrating the date the first Sisters of Bon Secours professed their vows in St. Sulpice Church in Paris, France.
- **Humility of Mary Day – July 17**
 - celebrating the Feast of the Humility of Mary which is a central celebration for the Sisters of the Humility of Mary.
- **Mercy Day – September 24**
 - celebrating the opening of the first House of Mercy in 1827 in Dublin, Ireland by Catherine McAuley, foundress of the Sisters of Mercy.

COLLEGE CATALOG

WWW.SCHS.EDU

Contains the Colleges academic procedures, policies and standards of conduct

Provides information on all programs offered at the College

Presents information on admission, enrollment, progression, degrees, and commencement

The catalog published at the time of your admission is considered your catalog of record.

The College reserves the right to change, revise, or amend items in the catalog. Students will be notified of any changes or revision via official College email

COLLEGE SERVICES



STUDENT
SERVICES



FINANCIAL AID



BUSINESS
OFFICE



STUDENT
HEALTH



CLINICAL
LEARNING LABS



STUDENT SERVICES

- Offer and support a wide variety of services for students enrolled in programs at the College, including but not limited to admissions, enrollment, retention and graduation
- Recruitment and retention activities also fall under this Office.
- Staff include:
 - Director of Student Services
 - Registrar Manager
 - Student Engagement Officer

BUSINESS OFFICE

- **The Business Office provides oversight for student billing and student accounts. Individuals in this office are available to assist with navigation through student billing and account questions, Monday through Thursday from 8:00 – 4:30.**
- **Although their duties are separate, staff in this office work closely with the Financial Aid office to ensure that student bills reflect the financial aid and scholarships awarded**
- **Staff include:**
- **Director of Business Operations**
- **Student Accounts**

Financial Aid

- The Financial Aid office is committed to assisting students with their financial aid questions, processing financial aid applications, and securing loans and scholarships.
- The College participates in the following Title IV programs, Federal Supplemental Education Opportunity Grant (FSEOG), Federal Direct Loans (Subsidized, Unsubsidized, and Parent PLUS). For additional information, please see the Financial Aid Section in the College Catalog.
- The Director of Financial Aid is available to assist students with any questions they may have regarding their financial aid.

RESPONSIBILITIES

*not all inclusive

- **Director**

- Counseling and advising students and parents on various financial aid programs
- Assisting with administration of one or more federal, state, or institutional financial aid programs
- Evaluating financial aid applications to determine student eligibility

- **Student**

- Apply/reapply for financial aid each year
- Submit requested/required materials
- Comply with provisions of promissory note
- Report other sources of income
- Know and comply with federal, state and institutional rules governing aid received
- Maintain satisfactory academic progress

Resources for Financial Aid

- <https://studentaid.gov/understand-aid/types>
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- <https://studentaid.gov/h/understand-aid/how-aid-works>
-
- <https://studentaid.gov/understand-aid/types>
-
- <https://studentaid.gov/understand-aid/eligibility/requirements/criminal-convictions>
-
- <https://studentaid.gov/app/counselingInstructions.action>

STUDENT HEALTH NURSE

- **The student health nurse holds both clinical and administrative responsibilities. This individual screens, documents findings, ensures correct data entry, as well as reporting compliance with the health management system, Complio.**
- **The student nurse's office is in the faculty staff area. Appointments can be made by leaving a message on the phone or via College assigned email.**



CLINICAL LEARNING LABS

- Each program at the College has a clinical learning lab. These labs are used for instruction in clinical competencies related to program requirements and are staffed with faculty who are experts in their healthcare discipline.
- Staff who provide oversight for clinical labs are listed below:
 - Simulation Lab Coordinator
 - Clinical Coordinator, DMS program
 - Program Director, Radiology Program

DISCLOSURES

Students Right To Know (SRTK)

- Graduation and completion rates
- Campus safety, security, crime statistics
- Financial Aid and billing

Review Consumer Disclosure Information at www.schs.edu

- This information will be sent to you annually via your College email account, is available on the website and in Canvas in RES 100

CONSUMER DISCLOSURE INFORMATION

- Each year, Southside College of Health Sciences, as permitted by federal regulation [34 CFR 668.41] electronically distributes to prospective students as well as current students and employee's consumer disclosure information. These disclosures include topics on financial aid, health and safety, student appeals and complaint processes and accreditation.
- The Consumer Disclosure information is updated annually and can be found on the College website (www.schs.edu)

SUCCESS RATES AND PROGRAM OUTCOMES

- Statistics on pass rates, retention rates, student diversity, education programs and net price calculations for prior years can be found using the following link:
<https://nces.ed.gov/collegenavigator/>
- Examination pass rates, program disclosures rates, retention and job placement rates for the past five years can be found under each program tab on the College website (www.schs.edu)

CAMPUS SAFETY & SECURITY

- Southside College releases a new *Campus Security Report* annually, no later than October 1
- The annual security report provides important information on campus safety and crime statistics.
- This report is always available for review on the College website (www.schs.edu) under *Consumer Disclosure Information*. A paper copy is available upon request by contacting the Office of Student Services.



SAFETY AND SECURITY

- **Southside College complies with the Jeanne Cleary Disclosure of Campus Security Policy and Campus Crime Statistics Act (Cleary Act) as amended by the Violence Against Women Reauthorization Act (VAWA), Virginia law as well as all other applicable laws**
- **The Cleary Act, as amended by VAWA, mandates that institutions of higher education make available on an annual basis, certain information regarding campus security, safety and crime statistics**
- **The College electronically disseminates consumer information including Campus Security and Crime Statistics Information. The College will provide a paper copy upon request.**

FIRE SAFETY

- The annual Fire Safety Report is a requirement of the Higher Education Opportunity Act (34 CFR Parts 600, 668, 675, et al.) which mandates that all academic institutions in the United States provide information regarding fire safety practices and standards as well as statistics regarding fires in campus facilities..
- Fire safety is everyone's responsibility at the College. Developing a culture of fire safety and awareness for the entire College community is the primary goal for the Safety team. The Fire Policy can be found on www.schs.edu
- The Fire Safety Report is included with the Campus Crime and Safety Report (www.schs.edu)

ADDITIONAL SAFETY RESOURCES

- The College will post announcements on Canvas regarding weather related or other types of closures
- Each program will have a disaster call-down roster that will be initiated in case of weather or other types of closures
- <https://www.colonialheightsva.gov/CivicAlerts.aspx?AID=866>



SEXUAL ASSAULT AWARENESS

- **Sexual violence can happen to anyone. Everyone has a responsibility to look out for their family, friends and to speak up about sexual violence and act to increase their own personal safety.**
- **It is not always obvious when someone has been abused or affected by sexual violence, but everyone has a role to play in preventing this from occurring**
- **Remember.....Your actions matter! By speaking up and acting, you can help change the way people think about sexual assault and assist in preventing this from occurring**

RESOURCES

- <https://www.rainn.org/>
- <https://hotline.rainn.org/online>
- <https://clerycenter.org/policy-resources/title-ix-related-acts/>
- National Sexual Assault Hotline 1-800-656-HOPE



TITLE IX

- Southside College complies with Title IX of the Education Amendments of 1972 which prohibits unlawful discrimination on the basis of sex in any of the Colleges programs or activities.
- The College holds a zero-tolerance policy for sex discrimination or sexual harassment
- Specifically the College prohibits sexual harassment, sexual assault, sexual exploitation, stalking, intimate partner violence and retaliation, all of which are detrimental to the health and safety of all members in the College community

APPLICATION OF TITLE IX POLICY

- **THIS POLICY**
 - Can be found on the website under Consumer Disclosures, and is applicable to conduct that occurs on campus or on property owned or controlled by Southside Regional Medical Center
 - Is applicable to conduct by College students, faculty, staff and all employees, regardless of location
 - Applies to conduct occurring using College-owned or College-provided technology resources regardless of location

CONSTITUTION DAY & VOTER REGISTRATION

- Constitution Day commemorates the formation and signing of the U.S. Constitution by 39 brave men on September 17, 1787 recognizing all who were born in the US, or by naturalization have become citizens.
- The College celebrates this day with various activities and events, including reminders for students to register to vote if they have not already done so
- <https://www.constitutionday.com/>
- <https://www.elections.virginia.gov/registration/how-to-register/>

REPORTING

- Southside College strongly encourages the reporting of ALL forms of sexual harassment, discrimination or assault.
- Students or employees who believe they have been the recipient of sexual harassment, discrimination or assault, should immediately report the incident to the Vice President of the College.
- The College will provide prompt, compassionate and discreet support to victims and will take immediate steps to inquire or investigate the complaint, stop the occurrence of harassment/violence and protect and prevent re-occurrence.
- The College will offer support and resources to individuals who are affected or involved.



DRUG AND ALCOHOL ABUSE PREVENTION

Southside College of Health Sciences complies with the Education Department Administrative Regulations (EDGAR), part 86 to adopt and implement a drug prevention program that follows the Drug-Free Schools Campus and Communities Act.

The College is committed to creating and maintaining a safe, drug free campus and provides students and employees with preventive education and resources. Southside College expressly prohibits the possession, use, manufacture, or distribution of alcohol or illegal drugs (including non-prescribed controlled substances)

DRUG AND ALCOHOL ABUSE AND PREVENTION PROGRAM DAAPP

- **In compliance with this Act, Southside College’s Drug and Alcohol Abuse Prevention Program (DAAPP) provides annual notification to all students and employees, which includes:**
 - **Standards of conduct that clearly prohibit, at a minimum, the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees on College property or as part of any of its activities;**
 - **A description of applicable legal sanctions under local, state, or federal law for the unlawful possession or distribution of illicit drugs and alcohol;**
 - **A description of the health risks associated with the use of illicit drugs and the abuse of alcohol.**
 - **A description of any drug or alcohol counseling, treatment, or rehabilitation or re-entry programs that are available to employees or students; and**
 - **A clear statement that Southside College will impose disciplinary sanctions on students and employees (consistent with local, state, and federal law) for violations of the standards of conduct, and a description of those sanctions, up to and including expulsion or termination of employment and referral for prosecution.**

DRUG AND ALCOHOL PREVENTION

- Alcohol and other substances such as heroin, over-the-counter drugs and marijuana are becoming more and more common on college campuses in the United States.
- Over 50% of all traffic accidents involve the use of drugs or alcohol- many of these accidents are fatal
- More than 60% of admissions to emergency departments are related to drugs or alcohol use
- More than 1500 college students between the ages of 18 and 24 die every year from unintentional alcohol-related injuries
- College students are the largest groups of drug abusers in the United States
- The following resources listed below can be helpful if you or someone you know needs help in overcoming a substance related problem

RESOURCES

- <https://www.drugabuse.gov/>
- <https://www.samhsa.gov/>
- <https://www.samhsa.gov/find-help/national-helpline>
- <https://www.addictioncenter.com/about/>
- <https://www.rehabs.com/local/colonial-heights-va/>
- <http://www.d19csb.com/>

ADDITIONAL RESOURCES

- www.drugrehab.com
- <https://www.niaaa.nih.gov/alcohol-health/special-populations-co-occurring-disorders/college-drinking>
- <https://www.collegedrinkingprevention.gov/aboutus/>
- <https://www.addictioncenter.com/college/>
- <https://www.samhsa.gov/find-help/prevention>
- <https://clerycenter.org/policy-resources/title-ix-related-acts/>
- www.schs.edu

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

- The Family Educational Rights and Privacy Act (FERPA) of 1974, as amended, presents the requirements regarding the privacy of student records. FERPA governs the *release* of student education records that are maintained by the educational institution, as well as noting the requirements for access to those records.
- Directory information is information not generally considered harmful or an invasion of privacy, and may be shared with the public. Directory information includes class enrollment, and dates of attendance, name, graduation, honors or awards received and college email address.
- Students may elect not to disclose Directory information if they so choose. Please contact the Office of Student Services for more information on options for non-disclosure.

ADDITIONAL FERPA INFORMATION

- Consumer Disclosure Information – www.schs.edu
- FERPA policy – www.schs.edu
- U.S. Department of Education FERPA website - <https://www2.ed.gov/policy/gen/guid/fpco/faq.html#new-site>
- <https://clerycenter.org/policy-resources/title-ix-related-acts/>

CONSUMER INFORMATION STATE LICENSURE AND CERTIFICATION

- Enrollment in a program at Southside College of Health Sciences does not guarantee a degree from the College or the ability to sit for licensure or certification exams.
- Students retain responsibility for meeting all academic and professional requirements for graduation from the College. Further information regarding professional requirements are outlined on the College's website. Students are responsible for knowing and understanding material outlined in their program.
- Prospective students are advised that each state has different professional licensure and certification requirements. Students who plan to pursue licensure or certification outside the Commonwealth of Virginia should be aware that licensure requirements are subject to change. Students are ultimately responsible for verifying their eligibility for licensure and satisfying any requirements imposed.
- Students are strongly encouraged to check with their state licensure board to confirm licensure requirements and obtain additional guidance as needed from the respective licensure board.



Retrieved from: <https://wabisabilearning.com/blogs/inquiry/100-awesome-essential-questions>