

**JACKSONVILLE STATE UNIVERSITY**  
**Manual of Policies and Procedures**

**POLICY NO: III:14**

**DATE: April 2015**

**REVISION/REVIEW DATES:**

**SUBJECT: Student Self Reporting**

**APPROVED: William A. Meehan, President**

**PURPOSE**

Jacksonville State University is committed to maintaining a safe campus. The timely identification of persons arrested for, charged with or convicted of certain criminal offenses that have as an element conduct that evidences a potential risk to other members of the JSU community is essential in that effort; therefore, the following self-reporting requirement is mandatory.

**POLICY**

A student must disclose any arrest, conviction, or the preferring of charges for any of the criminal offense designated below (state, federal or municipal)—excluding minor traffic violations that do not result in an arrest, injury or risk of injury to others—that occur after the student is first admitted to the University. Disclosure shall be made within five (5) calendar days of the subject event, unless the University is closed then in such event within two (2) business days of it reopening, whichever is longer, and should be made to the Vice President for Student Affairs, Room # 102, Angle Hall, (256) 782-5020, on a form to be promulgated by that office. This disclosure obligation applies whether the arrest, conferring of charges or conviction relates to an offense that occurred inside or outside the State of Alabama and regardless of whether the University is in session at the time. If the arrest or conviction involves a juvenile proceeding or a student has been judicially granted youthful offender status with regard to the case [being eligible for consideration or applying for youthful offender status alone is not sufficient], the student should seek the advice of counsel regarding the disclosure obligation in light of the relevant law of the state in which the arrest or conviction occurred. Failure to comply with this disclosure obligation without a valid legal basis for doing so shall itself be deemed a violation of the Student Code of Conduct.

Reportable offenses shall include any felony offense, or any misdemeanor offense or statutory infraction involving danger to another, moral turpitude, or an offense involving the illegal possession / use / distribution of drugs, either listed under Alabama law, or a similar statute in another state, the United States, a United States territory, or foreign nation, including, but not limited to:

- Murder
- Criminal Solicitation
- Conspiracy
- Assault
- Reckless Endangering
- Vehicular Assault
- Unlawful Imprisonment
- Kidnapping
- Interference with custody
- Arson
- Any offense in which the main component deals with a sexual offense, including any offense involving child pornography
- Any offense dealing with the illegal possession, use, sale, distribution or trafficking of controlled substances, illegal drugs or prescription medication
- Resisting arrest or attempting to elude a law enforcement official
- Burglary
- Robbery
- Theft
- Receiving Stolen Property
- Forgery
- Issuing a bad check (negotiating a worthless check)
- Unlawful use of a credit card
- Endangering the welfare of a child
- Hate Crime
- Illegal carrying of a concealed deadly weapon
- Illegal Possession of a deadly weapon
- Illegal use of a deadly weapon or dangerous instrument
- Domestic violence
- Violation of a protection from abuse order
- Making a terrorist threat
- Driving a vehicle or operating a watercraft under the influence of alcohol or drugs
- Leaving the scene of an accident
- Stalking

The University is mindful of the rights of its students; therefore, a student making the required disclosure may voluntarily disclose the facts and circumstances relevant to the event or incident made the basis of the criminal action but shall never be required to do so and shall be so advised.

Mandatory reports shall be granted confidentiality to the extent required by law and may be shared or disclosed when required only with persons having a legitimate need to know.

### **RESPONSIBILITY**

The Vice President for Student Affairs is responsible for this policy.

### **EVALUATION**

This policy will be reviewed annually by the VPSA in collaboration with University Counsel.