

Academic Matters

Any grievances, which arise from complaints of the student with respect to academic matters, is outlined in detail in the Handbook.

The following academic matters will be subject to action as outlined in this document but are not necessarily limited to:

- Failure to meet academic standards or requirements of a course or the program.
- Dishonesty in assignments or examinations, or falsification or alteration of official documents such as transcripts or admissions forms.
- Plagiarism.
- Violation of any specified honor code.
- Failure to fully disclose required information and/or documentation during the admissions process.

Appeals Procedure for Academic Matters

The student may request a hearing after receiving written notification citing program action. The student must request such a hearing in writing to the Program Director. If the student does not request a hearing within three (3) working days, the action cited by the Program Director will become final.

Nonacademic Matters

Misconduct is a behavior which interferes with the educational process or which jeopardizes the welfare of the patient, fellow students, and/or faculty. The following non-academic matters will be subject to disciplinary action as outlined in this document but **are not limited to**:

- Insubordination to instructors, supervisors, and staff.
- Disrespectful, disruptive or lackadaisical behavior.
- Excessive tardiness or unexcused absences.
- Violation of any specified honor code or code of professional ethics.
- Possession of or being under the influence of alcoholic beverages or illegal drugs while assigned to a clinical education center, attending class or laboratory sessions.
- Participation in activities threatening the safety of others in a clinical site, lab or classroom.
- Illegal possession of dangerous weapons while in a clinical site, lab or classroom.
- Stealing from any individual or DCH Regional Medical Center entity.
- Exhibiting unprofessional behavior by
 - a) Falsification of patient records,

- b) Improper practice of the profession,
- c) Willful neglect of a patient,
- d) Improper use of equipment or participation in activities which potentially damage equipment, supplies, and/or private and public property.

Program Disciplinary Procedure: Non-Academic

Student misconduct shall be reported to the Program Director, Clinical Coordinator, and Didactic Instructor, preceptor staff, Radiology Department Manager or legal authority. Any person may report student misconduct.

Every effort shall be made to resolve the alleged problem using the prescribed program policies and procedures.

If a student is reported for misconduct and disciplinary action is recommended, the Program Director will give written notification to the student specifying the charges and citing the disciplinary action to be taken. A copy of this notification will be forwarded to the appropriate DCH Regional Medical Center administrative personnel.

Appeals Procedure for Nonacademic Matters

The student may request a hearing with the Grievance Committee after receiving notification citing the Program Director's decision. The student must inform the Program Director in writing of the request for a hearing. If the student does not request a hearing within three (3) working days, the action cited by the Program Director will become final.

Formal Appeals Process is outlined in detail in the Program Handbook.