

# PIEDMONT VIRGINIA COMMUNITY COLLEGE

## I – ACADEMIC AFFAIRS POLICIES

### I –200.0 SEX OFFENDER POLICY

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**Policy #:** I – 200.0  
**Effective:** July 2009  
**Revised:**

**Responsible Dept.:** VPISS

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#### **Purpose**

The purpose of this policy is to address the admission of registered sex offenders. Section 23-2.2:1 of the code of Virginia requires that the Virginia Community College System (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 and National 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 Piedmont Virginia Community College (PVCC) is listed on the Sex Offender Registry, the State Police will notify PVCC via the local Sheriff. The College will be notified as to the prospective student's name and the charge for which the prospective student was convicted.

#### **Policy**

Registered sex offenders applying for admission to PVCC will be required to meet with the Dean of Student Services, the Vice President of Instruction and Student Services, and the Safety and Security Supervisor before being approved for admission to the College. Students identified as sex offenders after having attended classes will be required to meet with the Dean of Student Services, the Vice President of Instruction and Student Services, and the Safety and Security Supervisor within 10 working days after such notification. The Dean of Student Services, working with advice from the Vice President of Instruction and Student Services and the Safety and Security Supervisor will make an admission decision after meeting with the applicant. In accordance with its published admissions policy, the College reserves the right to evaluate and document special cases and to refuse admission to applicants if such refusal is considered to be in the best interest of the College. Students may be denied admission if there is reason to believe that they present a danger to themselves, other students, faculty members and/or staff.

This policy applies to all applicants, whether taking credit or non-credit classes. Applicants who will be taking classes while incarcerated, solely through prison-based programs are excluded from compliance.

#### **Procedures**

- 3.1 Upon notification that an applicant is a registered sex offender, the Safety and Security Supervisor will notify the Dean of Student Services.
- 3.2 The Dean of Student Services will direct the Registrar to put a hold on the applicant's record that will not allow the student to enroll in classes.
- 3.3 The Dean of Student Services will contact the applicant and arrange a time, date and location for a meeting.
- 3.4 The Dean of Student Services, the Vice President of Instruction and Student Services, and the Safety and Security Supervisor will meet with the applicant. During the meeting, the following information will be obtained:

- a. Nature of the offense for which he/she has been convicted.
  - b. Justification for consideration of admission.
  - c. Statement acknowledging his/her understanding that his/her identity and status as a convicted sex offender will be publicized on the college campus and posted on the college Web site in accordance with federal and state law upon admission.
  - d. Parole officer contact information and conditions of parole, if applicable.
- 3.5 The Dean of Student Services will discuss, where relevant, any limitations on classes or majors necessitated by conditions of parole or imposed by the College. The Dean will also discuss any potential difficulties with licensure for certain professions for which training is offered at PVCC.
- 3.6 The Dean of Student Services will notify the Registrar of the admissions decision. If the applicant is admitted, the Registrar will remove the hold on the student record. The Dean of Student Services will notify the student of the admissions decision.
- 3.7 If an applicant is admitted to the College, the Safety and Security Supervisor will ensure that student's identity and status as a sex offender is published on the college Web site. The Safety and Security Supervisor will alert Security Staff accordingly.
- 3.8 Denial of admission should be imposed if there is convincing evidence that the applicant is currently a danger to themselves, other students, faculty members and /or staff. If the applicant is denied admission to the College, he or she may appeal in a written letter to the Admissions Review Committee. The Dean of Student Services will notify the applicant of the decision and the right to appeal. For the purpose of reviewing an admissions appeal from a registered sex offender, the Admissions Review Committee will be convened by the Registrar. The appeal will be approved or denied by simple majority vote. The decision of the Admissions Review Committee is final.
- 3.9 If a student is identified as a registered sex offender after he or she has started attending classes, the Dean of Student Services will request a meeting with the student within 10 working days of such notification. The meeting will follow procedures described in 3.3 through 3.8.