WELCOME TO BRYANT UNIVERSITY!

The Bryant University Student Handbook is your resource guide to the Bryant experience. I encourage you to take time to explore all that this handbook has to offer. It will answer many of your questions, open your eyes to opportunities and help you understand what is expected of you as a Bryant University community member.

I hope you will find the Student Handbook useful and will refer to it throughout the year. I also hope that your years at Bryant will be all you want them to be, and that you will take full advantage of all the opportunities to Create your Path, Expand your World and Achieve your Success!

Best Wishes,

John R. Saddlemire, Ed. D.
Vice President of Student Affairs/
Dean of Students
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GUIDING PRINCIPLES IN OUR COMMUNITY

The Bryant Pledge was modeled after the principles outlined in Ernest Boyer’s Campus Life: In Search of Community. Boyer maintains that the most successful universities model and support several guiding principles. They foster those principles within the campus community. These principles were adapted to Bryant University as follows:

**Bryant University is an educationally purposeful community**—a place where faculty, staff and students work together to strengthen teaching and learning on campus.

The campus is a place where **high standards of civility are set and violations are challenged**. Bryant University is a community whose members speak and listen carefully to each other.

Bryant University is a place where the **sacredness of each person is honored** and where **diversity is aggressively pursued**.

Bryant University **clearly states both its academic and social expectations**. All must accept their obligations as citizens of the Bryant community and expect to be held accountable for behavior as individuals and members of groups.

The university is a **caring community** where the well-being of each member is supported and where **service to others is encouraged**.

The campus finds opportunities to affirm both tradition and change. Orientation, Convocation, Homecoming,
Commencement and other activities are examples of celebratory activities. Good traditions must be preserved, new ones established and others extinguished.

These principles form the basis of the “Bryant Pledge.” Students are asked to sign the Pledge along with President Machtley to indicate their commitment to these guiding principles.

**BRYANT UNIVERSITY PLEDGE**

The Bryant University Mission: Create a Bryant Experience that promotes academic excellence, cultivates leadership and character qualities required to succeed in an age of unlimited global opportunity.

To enter Bryant University is to become a member of a community. Being a member of this community is a privilege and an opportunity; participating in and supporting this community is a responsibility we all share.

To help you succeed and to further the development of our community, Bryant University commits to:

1. Support your academic efforts by offering classes taught by dedicated faculty, and provide the necessary opportunities for you to excel both inside and outside the classroom;
2. Provide support for your emotional, physical and spiritual well-being through the efforts of our many caring faculty and staff;
3. Role-model civil and ethical behavior, as well as high standards of academic and personal integrity for all of the members of our community to follow, and challenge violations of those standards when they occur;
4. Ensure that a wide variety of leadership, education, recreational and cultural opportunities are available to you through involvement with student organizations, athletics, and other co-curricular activities;
5. Demonstrate the value of giving back to the greater community by offering you the opportunity to become involved in community service, and;
6. Respect and honor you as an individual, and encourage understanding of diverse cultures.

As a new member of the Bryant University community, I will strive to:
1. Achieve my best in the classroom, and take advantage of all the resources available to help me succeed;
2. Accept and support each member of the Bryant University community in an effort to create a positive learning environment for everyone;
3. Take responsibility for my own actions, and expect to be held accountable as an individual and a member of the larger community;
4. Contribute to campus life by becoming involved in co-curricular activities and traditional Bryant University events, either as an observer or active participant;
5. Commit myself to serve the Bryant University and greater community through community service, and;
6. Respect and honor each member of the Bryant University community as individuals, and commit myself to gaining a greater understanding of the many cultures surrounding me.

My signature below reflects my commitment to becoming a valuable, contributing member of the Bryant University community. I will do my best to ensure that each member of our community succeeds both personally and professionally.

Your Name (please print)   Signature   Date

Ronald K. Machtley, President of Bryant University   Date
Add/Drop Process

The Add Process
In order to adjust your schedule and add classes during the first week of classes, simply follow these three steps:
1. Print out the Schedule Adjustment (Add/Drop) form, or pick one up in our office, MRC 202.
2. Complete the form and see the instructors for the classes you are adding to get their signatures.
3. Submit the completed form, by the posted deadlines, to the Registrar’s Office, MRC 202. Remember, no changes will be made until we process your form.

The Drop Process
You are now able to drop classes through your Banner account during the drop period (first two weeks of classes).

If you are adding classes, be sure to get your add slips signed before dropping any classes.

Note well: Full time traditional students may not drop below 12 credits. If a drop would bring you below 12 credits, you must ADD a course before you may drop.

First-year students do not have web access to drop courses. First-year students must utilize the Schedule Adjustment (ADD/DROP) Form to make schedule changes.

Important things to remember
• When filling out the form, be careful to enter the correct course information, including the CRN. A list of CRNs may be found by searching the class schedule online. There is also a list posted outside of the Registrar’s Office.
• During the spring and fall semesters, you may add courses for one week after the first day of classes and you have two weeks to drop courses. Please refer to the
academic calendar for add and drop deadlines for the winter and summer sessions.
• You must drop a course to have it removed from your schedule. DO NOT assume that your instructor will automatically drop you.
• The Schedule Adjustment form should be used to amend course schedules, not build them.
• It is important to submit your form as early as possible. If you are adding classes, you will not be able to view class information in Blackboard until your form has been processed.

THE ACADEMIC STANDARDS OF PROGRESS

The Academic Standards of Progress measure a student’s advancement toward meeting the grade point average requirements for a degree. Requirements for a degree include a minimum grade point average of 2.0 in three categories: 1) major/concentration 2) minor and 3) overall (cumulative).

To be eligible for a degree, a candidate must have completed the required number and distribution of courses and have met all other requirements of the University, including any financial obligations.

ACADEMIC STANDARDS OF PROGRESS—Performance
Academic Performance is calculated and posted on the grade report and transcript. For traditional students, the academic performance is calculated at the end of the fall and spring semesters.

For nontraditional students, this will occur at the end of the spring semester each year. No status will be reported at the end of the fall term.
Academic Performance is posted on the transcript and grade report according to the following levels:

**PRESIDENT’S LIST**—Re: Traditional students—
Students earning a semester G.P.A. of 4.0 on at least 12 academic credits in a regular semester of course work will be named to the President’s List. Traditional students will be named to the President’s List each semester after final grades have been calculated and the standards of progress have been processed.

Re: Non-traditional students—Students taking at least 12 academic credits over two regular semesters of course work in the academic year and earning a G.P.A. of 4.0 on all academic credits taken during these two semesters will be named to the President’s List.

Non-traditional students will be named to the President’s List at the end of the spring semester each academic year after final grades have been calculated and the standards of progress have been processed. (Note: Special sessions are not included in the calculation.)

Note for both Traditional and Non-traditional students: Students are not eligible retroactively for a President’s List designation under the Grade Replacement Policy.

**DEAN’S LIST**—Students with a grade point average of 3.20 or better on at least 12 semester hours of work in the regular semesters will be named to the Dean’s List.

**GOOD**—This means that the student is in good academic standing – his or her semester AND cumulative grade point average greater than or equal to 2.0.

**WARNING**—In this situation, the student has achieved a semester GPA below a 2.0 but has a cumulative GPA greater than or equal to 2.0.
PROBATION 1—This indicates that the student has entered the first phase of academic difficulty with a cumulative GPA less than 2.0.

PROBATION 2—The student, on Probation 1, has made “satisfactory” progress toward the degree by earning a semester GPA greater than or equal to 2.0; however the cumulative GPA remains below 2.0.

DISMISSAL—This occurs when the student has been through Probation 1 and 2 without having raised the cumulative GPA to a 2.0 or better.

The student is academically dismissed from the University; and in general the student is required to take a one-semester leave of absence. Students on dismissal status are not eligible to enroll for courses at Bryant University. This includes winter and summer sessions.*

IMMEDIATE APPEAL PROCESS:
A dismissed student who believes there are extenuating circumstances surrounding his or her academic standing can apply for a hearing with the University Committee on Scholastic Standing (UCSS). Successful appeals most often relate to special circumstances within a semester that clearly caused the student to be distracted or incapacitated. These typically include significant medical issues (physical/mental), family crises, or legal issues. Other successful appeals involve demonstration of improved performance with supportive letters from University faculty or staff.

Documentation for such appeals should be primarily from professional sources such as physicians, therapists, clergy, attorneys or educators. In documenting the death of a relative or close friend, documentation should include a
funeral or obituary notice. All documentation must be verifiable.

If the UCSS denies a hearing for an immediate appeal, the dismissed student can apply for a hearing to the Interim Provost or his/her designee. If the Interim Provost grants a hearing for an immediate appeal, the student will no longer have any recourse with the UCSS. If the Interim Provost denies a hearing for an immediate appeal, the dismissed student is required to take a semester leave from Bryant University.

If the immediate appeal to the UCSS is granted, students must appear before the UCSS to apply for reinstatement. Students must provide evidence that their academic performance will be significantly improved upon their reinstatement.

If reinstatement is denied, the student may appeal the decision to the Interim Provost or his/her designee and will no longer have any recourse with the UCSS.

If reinstatement is approved and the student fails to achieve the conditions specified by the committee, the student will be permanently dismissed from Bryant University.

**REINSTATEMENT PROCESS FOR STUDENTS RETURNING AFTER A SEMESTER AWAY:**

Dismissed students returning after a semester away from Bryant must appear before the UCSS to apply for reinstatement. Students must provide evidence that their academic performance will be significantly improved upon their reinstatement. Suggested evidence would include grades from courses taken while away and a detailed plan outlining steps for academic success.
If reinstatement is denied, the student may appeal the decision to the Interim Provost or his/her designee and will no longer have any recourse with the UCSS.

If reinstatement is approved and the student fails to achieve the conditions specified by the committee, the student will be permanently dismissed from Bryant University.

Those dismissed students who are petitioning to return after being away from Bryant for more than two academic years must reapply to the University through the Transfer Admission Office.

*NOTE: Students on dismissal status from Bryant University are NOT eligible to enroll in classes at the University, including the special sessions—Winter Session and Summer Session. Students who are eligible to appeal their dismissal status may enroll in the special sessions on a non-matriculated basis.

Grades earned by students while on a non-matriculated basis will be posted to the transcript, but will not be averaged into the GPA calculation.

The student’s GPA calculation and academic status will remain unchanged until such time as the student is readmitted to the University and has met any and all conditions set forth by the University Committee on Scholastic Standing or the Interim Provost.

**ACADEMIC PERFORMANCE IN MAJOR/CONCENTRATION/NON-MAJOR CHARTS**

The Academic Standards of Progress for Cumulative GPA in Major/ Concentration have been established as a warning system to alert students to any deficiencies in
their academic progress and to provide a vehicle for corrective action.

**ACADEMIC STANDARDS FOR CUMULATIVE GPA IN MAJOR/CONCENTRATION COURSES**

<table>
<thead>
<tr>
<th>Credits Attempted in Major/ Concentration</th>
<th>Major/ Concentration GPA</th>
<th>Academic Performance</th>
</tr>
</thead>
<tbody>
<tr>
<td>3–6</td>
<td>Less than 2.0</td>
<td>Unsatisfactory Progress in Major/Concentration</td>
</tr>
<tr>
<td>7–12</td>
<td>Less than 2.0</td>
<td>Deficiency in Major/Concentration</td>
</tr>
<tr>
<td>More than 12</td>
<td>Less than 2.0</td>
<td>Dismissal from Major/Concentration</td>
</tr>
<tr>
<td>Degree Program</td>
<td>Less than 2.0</td>
<td>Degree Deficient Completed</td>
</tr>
</tbody>
</table>

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Students who are eligible to appeal their dismissal status may enroll in the special sessions on a non-matriculated basis.

Grades earned by students while on a non-matriculated basis will be posted to the transcript, but will not be averaged into the GPA calculation.

The student’s GPA calculation and academic status will remain unchanged until such time as the student is readmitted to the University and has met any and all
conditions set forth by the University Committee on Scholastic Standing or the VPAA.

**ADVANCED STANDING**
Bryant University awards up to 30 credits for scores of 3 or higher on some of the Advanced Placement (AP) tests available through the College Entrance Examination Board. Each AP exam must be reviewed and approved by Bryant’s Office of Admission. Bryant University will consider granting up to 12 credits for a limited number of subject examinations available through the College Level Examination Program (CLEP). Credit may also be awarded to students who have successfully completed military service schools as qualified by A Guide to the Evaluation of Educational Experience in the Armed Services. Students who have significant, relevant work experience may also satisfy certain course requirements through departmental testing programs. Challenge exams are available to students who believe they have acquired, through employment and/or individual study, the knowledge and skill that is equivalent to a Bryant University catalog course.

To sit for a “challenge examination” a student must apply through the appropriate department chair and pay the associated fees. There are testing fees associated with several of these advanced placement tests. Recognizing the strength and quality of the curriculum offered by the International Baccalaureate Program, Bryant University grants advanced standing credit for acceptable higher level exams with a score of 5, 6, or 7. Bryant awards up to 30 credits based on the particular curriculum requirements.

**ATTENDANCE AND MAKE-UP POLICY**
The academic experience takes priority over all other activities. Accordingly, full attendance and participation in classes are expected of all students and is the
responsibility of all students. Because of the unique nature of each course, teaching style, course objectives, and student situation and performance needs, the class professor is in the best position to determine fair and reasonable attendance and make-up policies for his/her course. Guidance on developing attendance and make-up policies can be provided by the department chair. The professor’s attendance and make-up policies shall be clearly defined in the course syllabus.

While professors have wide latitude in determining to what degree attendance and/or class participation may count toward the course grade, they are expected to make reasonable accommodations for students to make-up missed exams or assignments under the following documented circumstances:

- The student is away from campus attending an official university function or is representing the university in an official capacity (e.g. profession meeting, conference, as a member of a judging team, academic or athletic competitions, etc.).
- Required military duty as certified by the student’s commanding officer.
- Jury duty.
- Illness or injury sufficient to prevent class attendance.
- Death or serious illnesses in the family.

Students are to contact the Registrar’s Office in the event of situations requiring prolonged absences. In turn, the Registrar’s Office will provide initial notification of the student’s absence to her/his professors for the current semester. However, this will not preclude or replace the necessary communication between student and the professor regarding the absence.
ACADEMIC BEHAVIOR
Fundamental to the dissemination of knowledge is an environment imbued with honor and integrity. Honesty at all times on the part of all community members is essential if the University is to achieve its goal of academic excellence in preparation for business leadership.

A student’s education is the result of one’s initiative and industry. A high standard of conduct in one’s academic experiences is expected. The academic community has a right to expect that students will conduct themselves in ways that are consistent with the highest standards of academic honesty.

Academic dishonesty includes but is not limited to:

• plagiarism in any form;
• copying from another student’s examination, term paper, homework or lab report;
• intentionally missing an exam to gain an unfair advantage;
• submitting the same paper or report in more than one course without permission of the instructors;
• falsification or invention of data;
• unauthorized access to or the use of the computerized work of others;
• misappropriation of examination materials or information;
• giving illicit aid on exams, papers, or projects.
• Lack of knowledge of the above is unacceptable as an excuse for dishonest efforts.

PROCEDURES AND PENALTIES
A student must be informed of any accusations of alleged academic dishonesty from any member of the Bryant community. The procedure for handling cases is as follows:
1. If the case occurs with respect to an individual professor and course, the case should be dealt with by the professor. The student may be penalized up to and including failure in the course and expulsion from the class. The professor must file a report with the Department Chair. The student has the right to appeal the decision to the Department Chair. The Chair may concur with the faculty member or refer the case to the Special Advisor to the Interim Provost. The student may also appeal the Department Chair’s decision to the Special Advisor to the Interim Provost. The Special Advisor to the Interim Provost may confirm, modify or overturn the Department Chair’s decision and/or institute disciplinary action up to and including expulsion from the University. The student may appeal the Special Advisor to the Interim Provost’s decision to one of the following committees:

   • In cases of academic dishonesty related to a grade for a course assigned by a professor, the appeal will be heard by the Undergraduate Student Academic Grievance Committee.
   • In cases of academic dishonesty related to the alteration of a grade that was recorded in the university information system or misappropriation of examination materials or information, the appeal will be heard by the Undergraduate Student Disciplinary Committee. The appropriate committee will report its findings to the Interim Provost for final disposition.

2. Any member of the Bryant University community may bring an alleged violation of this academic code directly to the attention of the Special Advisor to the Interim Provost.

CURRICULUM
Bryant University offers a curriculum leading to the degree Bachelor of Science in Business Administration,
Bachelor of Science in Information Technology, Bachelor of Science in International Business, Bachelor of Arts with majors in Applied Psychology, Chinese, Communication, Economics, History, Global Studies, Literary and Cultural Studies, Politics and Law, Sociology and Spanish, Bachelor of Science with majors in Actuarial Mathematics, Applied Economics, Applied Mathematics and Statistics, and Environmental Science. Within this curriculum, students choose specific concentrations and minors. It is the student’s responsibility to make sure he or she is completing required courses on schedule to graduate on time.

ACADEMIC INTERNSHIPS AND PRACTICA
Bryant University offers undergraduate students the opportunity to combine significant work experience with academic study through internships and practica. Such opportunities recognize the value of work integrated learning and critical reflection as an important avenue for learning. Internships and practica are arranged with employers representing a variety of industries and career opportunities and student’s learning is assessed by faculty resulting in a letter grade. Resources are provided by the Amica Center for Career Education to meet specific student interests and needs, including opportunities to intern nationally and internationally.

Eligibility:

• Must have completed a minimum of 60 credits.
• Must be in good academic standing—requiring a minimum overall GPA of 2.0.
• Must have established a major/concentration GPA of 2.0 or better to apply for an internship in a major/concentration area of study, with the exception of the Finance and International Business Departments requiring a minimum overall GPA of 2.5.
• Must have established a minor GPA of 2.0 or better to apply for an internship in a minor area of study.
• Must meet all prerequisites for the internship as determined by the specific academic department and stated in the course description located in the course catalog (course elective listed as 391, 450 or 491)
• Transfer students must complete one full semester of study at Bryant University to establish a GPA prior to applying for an internship or practicum opportunity.

Preparation:
• Must meet with an academic advisor in the Undergraduate Advising Office to discuss eligibility and receive an internship enrollment form.
• Must attend one Orientation Session for Academic Internships presented by the Amica Center for Career Education during the fall or spring semester to apply to internships listed on the Bryant Career Connection.

SPECIAL PROGRAMS:

The Washington DC Internship
Bryant University has partnered with The Washington Center for Internships and Academic Seminars in Washington, D.C to provide supervised internships in business, government agencies, for-profit or nonprofit sectors as well as in international organizations in DC. Internships are available in all degree programs, concentrations and minor areas of studies. The program is offered in the summer (10 weeks, 9 credits), and fall and spring semesters (15 weeks, between 12-15 credits). Internship placement and housing is provided.

Eligibility: Completion of 75 credits, Minimum overall GPA: 2.75
Computer Information Systems/Information Technology Practicum
IT/CIS Academic Department offers a six month, full-time paid internship program earning 9 credits (Summer-Fall or Spring Summer time period. Second semester sophomores and juniors may apply after meeting with the Department Chair IT/CIS and discussing eligibility with an academic advisor in the undergraduate advising office. *Minimum completion of 45 credits. Minimum overall GPA: 2.5*

DIRECTED STUDY PROGRAMS
1. A directed study course is an independent, in-depth study or research project pursued by a student. It involves working individually under the direction of the supervising faculty member with the approval of the appropriate department chair and college dean.
2. The topic to be studied must be submitted by the student to the supervising faculty member for approval prior to or at the start of the semester.
3. The topic to be studied should explore a subject beyond its treatment in an advanced-level course in the University curriculum.
4. The student’s ability to define a problem and investigate it thoroughly (through intensive study that leads to the preparation of a well-researched paper) will be central to his/her success in any directed study course.
5. Students are limited to one directed study per semester and a maximum of two directed studies during their Bryant career.
6. Directed studies cannot be used as substitutes for Bryant courses in the catalog.

Study Abroad
At Bryant students learn to compete in a global economy. And there is no better way to learn about the world than to study abroad.
Bryant’s study abroad opportunities include a two–week experience, a semester, or a summer or winter break program. Students have the chance to become proficient in another language, begin to cultivate a global perspective, and take amazing courses unique to that location and/or culture, while enjoying experiences in a different culture.

Bryant offers sponsored study abroad programs in most regions of the world, through partner relationships with the following organizations:

**Arcadia University:** The College of Global Studies sponsors university-affiliated programs in a variety of locations around the world. Approved API programs are located in Australia, China, England, France, Greece, Ireland, Italy, New Zealand, Scotland, South Africa, Spain, and Wales. Arcadia University also offers internship programs in a variety of cities around the world.

**The Alliance for Global Education** offers study in India and in China. The Alliance is a non-profit partner of Arcadia University.

**CIEE (Council on International Education Exchange)** sponsors more than 109 university affiliated programs throughout the world. Approved programs with CIEE include the following: Argentina, Belgium, Botswana, Brazil, Cambodia, China, Chile, Costa Rica, Czech Republic, Dominican Republic, France, Ghana, Hungary, India, Italy, Japan, Jordan, Korea, Mexico, Morocco, Netherlands, Peru, Poland, Portugal, Romania, Russia, Senegal, South Africa, Southern Caribbean, Spain, Sweden, Taiwan, Tanzania, Thailand, Turkey, Vietnam. CIEE also offers internship programs in a variety of cities around the world.
API (Academic Programs International) sponsors university-affiliated programs in a variety of locations around the world. Approved API programs are located in Argentina, Chile, China, Croatia, Cuba, Costa Rica, England, France, Germany, Hungary, Ireland, Italy, Poland, Qatar, Scotland, Spain, UAE, and Wales. API also offers internship programs in a variety of cities around the world.

IES (Institute for the International Education of Students) sponsors university-affiliated programs in a variety of locations around the world. Approved IES programs are located in Argentina, Austria, Chile, China, Ecuador, European Union, France, Germany, India, Italy, Japan, and the Netherlands.

ISA (International Studies Abroad) sponsors a number of university affiliated programs in a variety of locations around the world. ISA approved programs are located in Argentina, Chile, Costa Rica, Dominican Republic, Mexico, Peru and Spain.

IAU (The Institute for American Universities) provides students with academic programs in Southern France for semester or summer. IAU is one of the few study abroad programs in France to offer coursework in English. In addition, they offer internships to students with an advanced level of French.

The Education Abroad Network (TEAN) sponsors a number of university affiliated programs in a variety of locations around the world. TEAN approved programs are located in Australia, New Zealand, China, and Thailand. TEAN also offers internship programs in a variety of cities around the world.
The U.S.-China Institute at Bryant specializes in offering both short and long-term study abroad and internship programs in China with partner universities in Wuhan, Beijing, and other cities.

**Bryant Faculty-Led Programs**
Bryant also offers short-term study abroad programs in conjunction with faculty-developed courses. Short-term programs provide students with experiential learning overseas, which enhances the classroom component of the total academic experience. These faculty-led trips are a unique opportunity to improve understanding of language, business, culture, history, and geography. In addition, Bryant offers the Sophomore International Experience. Students have the opportunity to earn three academic credits spending 10 to 12 days overseas and learning about other cultures and how businesses operate globally.

The Sophomore International Experience is offered during the winter and summer breaks. Costs, fees, and eligibility for these programs differ from other study abroad programs. Contact the Study Abroad office at (401) 236-6209 or saoffice@bryant.edu for more information. Details about this program can also be viewed at www.bryant.edu/sophomore.

**Student Fees for Study Abroad Programs 2014-2015**
Study Abroad participants are charged the same rates that a traditional Bryant University student would be assessed if they were studying on campus unless the total charge at the host institution abroad exceeds the comparable charges at Bryant University. Students are billed by Bryant University directly and are expected to make the payment to Bryant on the traditional billing due dates (August 9 for the fall semester and January 9 for the spring semester). Certain Study Abroad Programs will require application fees.
Application Fees:
• IAU: $85 paid by the student directly to IAU

Deposit Fees:
• Upon acceptance, the confirmation deposit will be paid directly by Bryant University

Refundable Deposits: Students participating in The Education Abroad Network (TEAN) programs will pay their refundable deposits directly to TEAN. This is currently the only provider the student pays directly.

Below are the per semester costs for study abroad participants:
• Tuition $ 19,099.50
• Room $ 4,138.50-5,407.50
• Meal Plan $ 2,680.50 -2,912.50
• Additional Fees* $ 1,500-$3,000

**Tuition**: The tuition rate is the cost of a traditional semester of study at Bryant University. Tuition may vary depending upon student’s catalog year and financial aid package.

**Room**: The room rate is dependent upon the type of housing that a study abroad participant chooses. If the participant is housed in a room that is typical of the Bryant University on-campus dorm-style living, the fee is $ 4,138.50. However, in certain circumstances, participants are given the option to live alone and are housed in a facility that is typical of the Bryant University on-campus townhouse-style living and those students are charged at the higher rate of $5,035 (double) or $5,407 (single). Also, certain programs offer housing (on and off campus) that is not comparable to on-campus living at Bryant. In these situations, the host institution may assess a surcharge to cover additional services that are offered with the housing (i.e. telephone, internet, bed linens,
cleaning services, etc.). Please be advised that the surcharge will be added to your Bryant University tuition bill. These surcharges will not be on your initial bill since the host institution does not notify Bryant University until after the semester has begun. You will be notified via your Bryant University email address that an updated Electronic Bill (E-Bill) is ready for viewing.

**Meal Plan:** Depending on the program, a student may receive meals (e.g. home-stay accommodation), have the option to purchase meals on their own (i.e. self-catered), or participate in a meal program at the university at which they are attending abroad. If they participate in the meal program abroad, or are receiving meals through their housing option, a fee of $2,680.50 - $2,912.50 will be assessed to their Bryant University account, depending on the number of meals they are receiving abroad. Since the meal plan is optional in some locations, and is not typical at most institutions, additional fees do not apply to every student. Meal plan charges will not be on your initial billing statement. If Bryant is notified by the host institution of meal plan enrollment and/or additional fees, you will be notified via your Bryant University email address that an updated Electronic Bill (E-Bill) is ready for viewing.

**Home-stay accommodations:** A student will be assessed a meal plan fee of $2,680.50 - $2,912.50 to their Bryant University account if they are receiving 1–3 meals per day in their home-stay accommodations. Meal plan charges will not be on your initial billing statement. If Bryant is notified that your home-stay includes 1–3 meals per day, then you will be notified via your Bryant University email address that an updated Electronic Bill (E-Bill) is ready for viewing.
**Additional Fees:** Additional fees are any supplemental costs of the program. These fees are estimates based on fees charged to past participants. They are not actual amounts and are subject to change. Such costs may include but are not limited to: R/T airfare, VISA processing fee, health insurance fee, cell phones, health club memberships, cleaning fee, bed-linen fee, etc.

**Withdrawal Policy:** In case of cancellation, the student is subject to the refund policy of the program provider.

**Study Abroad Surcharge:** If the total charge at the host institution abroad exceeds the comparable charges at Bryant University, a surcharge will be assessed to the student’s account in the amount equal to the difference between the two costs.

All study abroad billing inquiries should be addressed to the Bryant University Bursar's Office at (401) 232-6030. Please Note: Students will initially be billed the Bryant University rates. Once Bryant University is billed by the host institution, any appropriate adjustments are made to the student’s account and the student will be notified via Bryant University email address that an updated Electronic Bill (E-Bill) is ready for viewing.

**Coursework and Credit**
- Written pre-approval (course agreement) from a Bryant University Undergraduate Advisor is required for coursework taken at the Host Institution if transfer credit or Financial Aid is to be awarded.
- For students on Financial Aid, written pre-approval for all coursework to be taken at the Host Institution is required by a Bryant University Financial Aid Officer.
- A “C” grade or better (or the equivalent of “C” grade or better as determined by a Bryant University Study Abroad official) is required if transfer credit is to be awarded.
• Grades earned at the Host Institution appear on the Bryant University transcript with no quality points. Grades are not calculated in the Bryant University GPA. Course credits are added to the total credits earned.

Study Abroad Eligibility
• Bryant students with a minimum cumulative GPA of 3.0 are eligible to apply for Bryant University approved semester Study Abroad programs. The Sophomore International Experience requires a minimum cumulative GPA of 2.0. The GPA for short-term programs in the summer and winter terms may vary.

Customized International Business programs may have different GPA requirements as well. Contact the Study Abroad Office to determine the GPA for the customized IB programs.

• Good standing at Bryant University is a requirement for participation in all Study Abroad programs.
• Students are responsible for meeting all deadlines as posted by Bryant University and the Host Institution.
• Financial obligations must be fulfilled.
• Transfer students must complete one full semester of study at Bryant University to establish a GPA prior to applying for a study abroad semester program. Transfer students are eligible to apply for the SIE program during their first academic year at Bryant University.

GRADING PLAN
The grading plan is determined by the instructor in each course and must be announced to the class at the beginning of the semester. The plan must meet the following criteria:

1. In one of the first three class meetings, the instructor must provide students with complete evaluation criteria to be used in a course—preferably in writing.
2. Usually a minimum of three evaluation criteria are required for each course.
3. A syllabus course outline should be provided for each course. Each instructor is to provide copy of such syllabi to the department chair at the outset of each semester.
4. The plan should keep the student reasonably current as to her/his standing in the class. Every effort should be made to return graded tests within one week.
5. The conditions under which final examinations are optional or required and their weighting must be specified.
6. The attendance requirement and the effect of failing to meet this criterion must be specified.
7. Final grades will be submitted by the faculty member within five (5) working days of the class’s final examination.

UNDERGRADUATE GRADE REPLACEMENT POLICY AND PROCEDURE

Policy
Undergraduate students may have the option of replacing a grade in a course by retaking the course. Note the following conditions:

1. For any one course this grade replacement option may be used once. Also, credit for a repeated course may be used only once.
2. This policy can be applied to a maximum of four different courses.
3. For purposes of GPA calculation, the grade earned during the first course enrollment will stand until the recording of the final grade in the second enrollment is completed. When the second enrollment is completed, the grade for that second enrollment will become the grade used in all GPA calculations regardless of whether the grade earned is higher or lower than the grade obtained during the first enrollment.
4. The transcript will record both course enrollments and the grade earned in each enrollment. The first attempt will be marked with an X to indicate grade replacement (e.g., XF, XD, XC).

5. In the case of multiple attempts to achieve a passing grade in any one course, the X grade will apply only to the first attempt. The grades from all other attempts will be included in GPA calculations.

6. Students will not be allowed to apply the grade replacement policy to a course in which there has been documented academic dishonesty that has not been reversed on appeal.

7. The grade from the first attempt will continue to stand for those students who withdraw with a W or WP grade from the course during the second attempt. The grade for withdrawing with a WF during the second attempt will be an F for the course. Any type of withdrawal will count as one of the four allowed attempts.

**Procedure:**

Petitions are made to the Undergraduate Advising Office. Students are encouraged to meet with an advisor before making a petition.

Petitions must be made by the last day of the add/drop period of the semester in which the course will be repeated.

**GRADE REPORTS**

All final grades will be submitted within five (5) working days of the class’s final examination. Final grades for graduating seniors will be submitted no later than 72 hours (3 days) prior to Commencement. Students can access and view their grades on the Banner Web site.

Errors in final grades should be reported to the Registrar’s Office within two weeks of the end of the semester. Transcripts of grades are released only upon a
written request from the student, and may be requested, for a fee, in Registrar’s Office *. Students who believe their work has been unfairly evaluated may request a review of their final grade by completing and submitting the appropriate form in the Registrar’s Office.

*FERPA does not require a university to issue a grade report, a transcript and/or diploma to students who are in default on obligations (such as library late fees, tuition, parking fines, etc.) owed to the University.

**UNDERGRADUATE GRADING SYSTEM**

The undergraduate grading system is as follows:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Description</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>Excellent</td>
<td>4.0</td>
</tr>
<tr>
<td>A-</td>
<td></td>
<td>3.7</td>
</tr>
<tr>
<td>B+</td>
<td></td>
<td>3.3</td>
</tr>
<tr>
<td>B</td>
<td>Good</td>
<td>3.0</td>
</tr>
<tr>
<td>B-</td>
<td></td>
<td>2.7</td>
</tr>
<tr>
<td>C+</td>
<td>Satisfactory</td>
<td>2.3</td>
</tr>
<tr>
<td>C</td>
<td></td>
<td>2.0</td>
</tr>
<tr>
<td>C-</td>
<td></td>
<td>1.7</td>
</tr>
<tr>
<td>D+</td>
<td></td>
<td>1.3</td>
</tr>
<tr>
<td>D</td>
<td>Unsatisfactory</td>
<td>1.0</td>
</tr>
<tr>
<td>P</td>
<td>Pass</td>
<td>0.0</td>
</tr>
<tr>
<td>F</td>
<td>Fail</td>
<td>0.0</td>
</tr>
<tr>
<td>AU</td>
<td>Audit</td>
<td>0.0</td>
</tr>
<tr>
<td>I</td>
<td>Failure to complete</td>
<td>0.0</td>
</tr>
</tbody>
</table>

AU—Audit grade is not included in GPA calculation

I—Incomplete (because of extenuating circumstances, the instructor has allowed additional time, usually two weeks, to complete the course.) The Incomplete is not included in calculating the GPA. If the Incomplete is not finished before the end of the next regular term (i.e., Fall or Spring terms), the grade will automatically be converted to an F.
For purposes of this policy, “end of the next regular term” shall be interpreted to mean the last date on which that instructor’s grades must be submitted.

W—Withdrawn within first 10 weeks of semester—no academic penalty.

WP—At the discretion of the faculty member, student is allowed to withdraw without penalty after the tenth (10th) week of classes; but prior to the administration of the final exam.

WF—At the discretion of the faculty member, student is allowed to withdraw WITH academic penalty (failing grade) after the tenth week of classes; but prior to the administration of the final exam.

NA—in those cases where the instructor fails to meet the deadline date for submission of grades, the grade report will reflect the symbol “NA” which means “not available at time of processing of grade reports.” Student must check with instructor for grade.

WD—Student is allowed to withdraw from semester without penalty up to and including the tenth (10th) week of classes.

All courses attempted at Bryant University are permanently recorded and appropriately calculated in the grade point average.

**CREDIT FOR OFF-CAMPUS COURSES DURING SPECIAL SESSIONS**

Freshmen, sophomores, and juniors (the last 30 credits must be taken at Bryant) desiring to take courses at another University for transfer into Bryant must get prior written approval from an Academic Advisor in the Undergraduate Advising Office. A course description
from the bulletin of the University where the course is to be taken should be presented at the time of the request. Courses that are transferred into Bryant are not calculated into the GPA. Under special circumstances, a full-time student may be permitted to take a course at another institution during the regular semester (except senior year), provided that standards of academic progress are not violated, and that a similar course is not available at Bryant.

REGISTRATION PROCESS

The order of registration by Student Classification Number (SCN) is as follows: 8, 7, 6, 5, 4, 3, 2, 1. Each classification of students is given a time ticket (date/time) for registration. Students in each classification have 48 hours to register for their courses.

Your classification number is based on the number of credits completed to date, and is calculated as follows:

CLASSIFICATION CREDITS

Class 01, 0-14 credits (First-Semester Freshman)
Class 02, 5–29 credits (Second-Semester Freshman)
Class 03, 30–44 credits (First-Semester Sophomore)
Class 04, 45–59 credits (Second-Semester Sophomore)
Class 05, 60–74 credits (First-Semester Junior)
Class 06, 75–89 credits (Second-Semester Junior)
Class 07, 90–104 credits (First Semester Senior)
Class 08, 105 plus credits (Second Semester Senior)

Seniors in their last semester may register for six (3 credit) courses plus up to two (1 credit) lab courses. All other students may register for only five (3 credit) courses plus up to two (1 credit) labs during early registration. After early registration has ended, students with a minimum GPA of 2.5 may add a sixth course by
contacting the Undergraduate Advising Office. Students are advised to select a full complement of courses during early registration, since add/drop is designed to amend schedules not to build them.

TRANSFER CREDIT
Upper division courses are not eligible for transfer unless they have been taken at appropriate levels at an acceptable institution, and some business courses are subject to validation examinations. Bryant may accept a maximum of 92 semester hours of credit from a four year institution, and a maximum of 62 semester hours of credit from a two year institution. Only courses with a grade of “C” or better may transfer into Bryant. Students who have reached junior standing (62 credits passed) may not transfer courses from a two-year institution or a junior college.

MISCELLANEOUS

Class Cancellation Policy
During inclement weather, the President may cancel or delay classes. Notifications of delays or cancellations may be heard over the following radio and TV stations: WHJY FM; WHJJ 920 AM; WOON 1240; WWLI; WBZ103 AM; WJAR-TV 10; WPRI-TV 12, and WLNE-TV 6.

Full-Time Study for Traditional Students
To maintain full-time status, you must be enrolled at Bryant University in at least four (3 credit) courses for a total of 12 credits per semester. A normal class load is five (3 credit) courses for a total of 15 credits per semester.

Current students are permitted to carry six (3 credit) courses plus two (1 credit) labs (up to 20 credits) with a minimum cumulative GPA of 2.5 at the end of the previous semester; a minimum GPA of 3.2 and an extra
fee is required to carry more than 20 credits. Incoming freshmen are enrolled in five (3 credit) courses and one or two (1 credit) courses for a total of 16 or 17 credits.

**Part-Time Study for Traditional Students**
Traditional undergraduate students who enroll in fewer than 12 credits pay a pro-rata fee equal to one-twelfth of the full-time semester tuition per credit.

**Non-Traditional Students**
Non-traditional students are described as those students whose primary focus is on work and/or family and who pursue their education on a part-time basis.

**Part-Time Study for Nontraditional Students**
To study part time, students must apply to the Admissions Office as nontraditional students. To study part-time, nontraditional students must enroll in fewer than 12 credit hours of study during each semester, and will be charged $2,664 per three-credit course. To register for more than three courses, part-time students must obtain authorization from the Registrar and pay traditional (full-time) semester tuition. Part-time students have up to 12 years to complete their bachelor’s degree requirements, and must complete their final 30 credits at Bryant. Students may choose day and evening courses.

A variety of support services are available to students who pursue their degree through part-time study. Services include information and advice on career placement, learning assistance, academic counseling, and access to the Chace Wellness Center and all library and computing resources.

A limited amount of financial aid is available to degree candidates registered for six through nine credits per semester. Students studying part time are also encouraged
to review their eligibility to receive tuition reimbursement through employer educational benefits.

Note: on-campus housing is not available to non-traditional students, and participation in campus clubs and organizations is limited.

**Residency Requirement**
All matriculating students at Bryant must complete the last 30 credits [10 courses] of their degree requirements at Bryant. If a student lives a considerable distance from the University so as to preclude commuting, he/she may petition the Director of Undergraduate Advising to complete no more than the last six credit hours at an approved institution. None of this work may be in the student’s area of concentration, and only one of the two courses may be in the business area. The petition will be considered for approval provided that the student has matriculated for at least 30 credit hours, and has no more than six credits remaining to meet the distributive requirements, and otherwise meets the standards of academic progress.

The University is prepared to accept up to 92 semester hours credit in transfer from a four-year institution and up to 62 semester hours credit from a two-year institution or community college. At least 12 semester credits hours in the student’s major concentration must be completed at Bryant. At least 1/2 of the semester credit hours required in a student’s major, concentration and minor must be completed at Bryant and may be subject to the review of the individual department chairs. Additionally, at least 50 percent of the undergraduate business course work must be taken at Bryant University. Courses transferred are for credit only and are not calculated.
**Limitation Period for Degree Candidates**
Degree requirements are normally to be completed within four years, although students may take up to five years. Additional time, up to ten years from the date of matriculation, may be granted upon formal request to the Interim Director of Undergraduate Advising. Students who have been withdrawn for more than two consecutive semesters are designated as former students. Former students must re-apply through the Admission Office and must meet all course, distribution and quality requirements in effect at the time of reentry.

**Transcripts**
An official transcript is released upon request of the student. Such requests must be made either by completing the “Request for Official Transcript” form located in the Registrar’s Office or by completing a request online with the national Student Clearinghouse (http://www.studentclearinghouse.org/).

Transcripts will be issued as soon as possible after receipt of the request and the $5.00 processing fee, usually within 3–5 business days. Students who have not met all financial obligations to the University (library late fees, tuition, parking fines, etc.) will not be issued a transcript until all financial matters are cleared by the appropriate department. This policy is in accordance with the Family Educational and Privacy Rights Act (FERPA).

Official transcripts sent to or given to students come in a sealed, stamped envelope. If the transcript is opened by the student, it is no longer official. Official transcripts (bearing the embossed University seal) are normally issued via U.S. Mail to the recipient designated by the student.
Withdrawal from Bryant
Students are considered active and responsible both academically and financially unless they withdraw formally from the University. All undergraduate students who plan to withdraw from Bryant University are required to notify and complete an official withdrawal form in the Registrar’s Office. Students also must make an appointment to meet with an academic advisor in the Undergraduate Advising Office. At that time, the student will complete an exit interview and be advised about his/her obligations to the University. The withdrawal form can be processed immediately or at the end of the semester and the student’s intent to withdraw will be communicated to the appropriate offices. Additional future registrations and housing will be canceled.

Return from Withdrawal
Students who have been withdrawn for more than two consecutive semesters must reapply through the Admission Office and meet all course, distribution, and quality requirements in effect at the time of reentry.

ACADEMIC ADVISING
The Undergraduate Advising Office provides academic advising services, as well as program and policy information, for all undergraduate students. All undergraduate students are assigned a professional academic advisor in the Undergraduate Advising Office.

Through participation in academic advising students will:
• Demonstrate the ability to make effective decisions concerning their degree and career goals.
• Develop an educational plan for successfully achieving their goals and select courses each semester to progress toward fulfilling that educational plan.
• Demonstrate an understanding of the value of higher education.
• Utilize the resources and services on campus to assist them in achieving their academic, personal, and career goals.
• Be able to accurately read and effectively utilize a degree audit in their educational planning.
• Graduate in a timely manner based on their educational plan.

Academic advising is a collaborative educational process whereby students and their advisors are partners in meeting the essential learning outcomes, ensuring student academic success, and outlining the steps for achievement of the students’ personal, academic, and career goals. This advisor/student partnership requires participation and involvement of both the advisor and the student as it is built over the student’s entire educational experience at the university.

**COMPUTER FACILITIES**

Computer-based teaching and learning spaces are located in Academic Hall, the Communication Complex, Fisher Center and the George E. Bello Center for Information and Technology. In total, these locations contain over 300 computers located in over 60 technology enabled classrooms, public use labs, group study spaces and hands-on instructional labs.

The George E Bello Center houses over 100 public access computers, student printing, scanning equipment, media stations, Kurzweil accessibility stations and the Financial Market Center. Additionally, you will find student-use printers in Bello, Academic Hall and the Fisher Center. The Communication Center contains 3 Video Editing booths, a state-of-the-art TV studio and a public use lab with 16 computers.
MEDIA SERVICES DEPARTMENT (AV)
The Media Services Department (Audio Visual) is located in room 277 of the Academic Hall. The functions of Audio Visual include:

- Overseeing campus wide audio and video systems in classrooms, residence halls, and athletic complexes
- Distributing equipment for multimedia presentations
- Assisting with classroom sound and video systems

Academic Support
- Supporting classroom technology, both during class and installing Academic technology
- Supporting campus wide special events in different venues of the school, such as: Women Summit, Commencement, Open House, etc.
- Supporting, analyzing and advising other departments when AV installations and selection of Technology is required.
- Managing the different digital “On Demand” video libraries, namely Media portals such as MediaSite (classroom and event capturing); V-Brick (streaming video on demand); and Axis TV (digital Signage for announcements)
- Administering campus cable system
- Managing the TV Studio and the Radio Station
- Video recording, editing and duplication of video or audio files*

*Subject to federal copyright laws. Consult with the AV Director.

The Bryant Video/Audio (VHS-DVD-MP3) Library is housed in the Bello Center for Information and Technology and it is managed by the Circulation Desk.

Kindly give twenty-four (24) hours’ notice for all your classroom needs and two (2) weeks’ notice for all services
required outside of the classroom, like large events campus wide.

LIBRARY
The Bryant University Library, known as the Douglas and Judith Krupp Library, is located in the George E. Bello Center for Information Technology.

Services include:
• Professional research assistance on site or: VOICE (401) 232-6299;
• EMAIL refdesk@bryant.edu; TEXT (401) 595-7306; CHAT bryantlibchat
• Training on the use of all library resources including electronic resources and databases
• Campus wide and off campus access to electronic database subscriptions
• Research Guides by Subject
• Electronic Reserves at http://library.uri.edu/search/p
• Interlibrary Loans and self-initiated book requests via the HELIN and InRhode Library Catalogs: http://library.uri.edu/
• Access to other RI academic and research libraries via HELIN or CRIARL—see a reference librarian for more info
• Circulating books may be borrowed for 4 weeks; Electronic self-renewals available
• Laptop connectivity throughout the library
• Laptops for loan for onsite use only; Kindles/iPads for available for loan
• Access to study rooms for group projects.
• Scan Station Kiosk for scanning to email, USB, Google Drive, etc.
• Copy machines (2) which accept Bulldog Bucks.
• Color and black & white printing (up to $40.00 per year per student is free)
• For more info on all of the above go to http://library.bryant.edu
Important things to note:

- Unauthorized copying of copyrighted materials in all mediums is a violation of the Copyright Law of the United States (Title 17 of the United States Code)
- There is a $100.00 replacement and processing fee for borrowed items not returned; Bryant does not have fines for overdue items owned by Bryant but overdue items borrowed from some HELIN libraries may generate fines.
- Theft or damage to library property is a violation of RI State Law and University campus standards. Violators are subject to independent disciplinary action.

ATHLETICS, INTRAMURALS AND RECREATIONAL SPORTS

Sponsoring 22 Division I intercollegiate varsity teams (11 for men, 11 for women), Bryant University is a proud member of the Northeast Conference (NEC) for all sports with the exception of field hockey and men’s swimming, which compete as affiliate members of the Metro Atlantic Athletic Conference (MAAC).

Men’s teams include baseball, basketball, cross country, football, golf, lacrosse, soccer, swimming and diving, tennis, indoor track and field, and outdoor track and field.

Women’s teams include basketball, cross country, field hockey, lacrosse, soccer, softball, swimming and diving, tennis, indoor track and field, outdoor track and field, and volleyball.

For information concerning tryouts for a varsity program, contact the athletics department at x6070.
ATHLETICS

Club Sports
Bryant sponsors a number of sports at the club level. Bryant Club Sports include bowling, cheerleading, dance team, women’s crew, karate, men’s ice hockey, pep band, racquetball, men’s rugby, women’s rugby, squash, tennis, ultimate Frisbee, and men’s volleyball.

For further information on Bryant's available programs, visit the official club sports website at www.bryantbulldogs.com/sports/club/index or contact Director of Intramural and Club Sports Nick Schleicher at x6822 or at nschleicher@bryant.edu.

Intramurals
Bryant University has an active and vibrant intramural program as well. The Department of Athletics sponsors intramural competition in flag football, arena flag football, indoor and outdoor soccer, dodge ball, basketball, 3v3 basketball, floor hockey, softball, sand volleyball, indoor volleyball, team handball, ping pong and wiffleball. Most sports feature men's, women's and co-ed divisions as well as both competitive and recreational divisions. Special events and tournaments are held throughout the year.

For further information on Bryant's available programs, visit the official intramurals website at imleagues.com/Bryant or contact Director of Intramural and Club Sports Nick Schleicher at x6822 or at nschleicher@bryant.edu.

FACILITIES
A valid Bryant University identification card must be presented to use all recreational facilities. Bryant’s recreational facilities are not open for use by the general public.
EQUIPMENT
General athletic equipment is available for use by Bryant University students, faculty and staff. Equipment may be borrowed from the equipment room upon presentation of a valid Bryant ID. Available items include baseballs, basketballs, volleyballs, soccer balls, table tennis equipment, racquetball equipment, squash equipment and towels.

GUESTS
Students and employees using the Chace Athletic Center are permitted to bring a guest. The guest fee is $5.00 per day. Guest passes can be purchased at Chace Athletic Center Control Desk. Guests must be accompanied by their hosts at all times.

HOURS
The Chace Wellness and Athletic Center hours listed below are typical. Please note that special events or other factors may necessitate an adjustment to these hours.

**Fitness Center:** Monday through Thursday from 6:30 a.m. to 11:00 p.m.; Friday from 6:30 a.m. to 6:00 p.m.; Saturday from 10:00 a.m. to 6:00 p.m.; Sunday from 10:00 a.m. to 11:00 p.m.

**Pool Hours:** Monday through Friday 5:45 p.m. to 9:00 p.m., as well as 9:00 a.m. to 2:00 p.m. Monday, Wednesday and Friday and 9:00 a.m. to 3:00 p.m. Tuesday and Thursday; Saturday from 12:00 p.m. to 6:00 p.m.; Sunday from 12:00 p.m. to 9:00 p.m.

**Summer and Break Hours:**
- Fitness Center 12:00 pm to 6:00 pm
- Pool 12:00 pm to 5:00 pm
- Saturday and Sunday Closed

The facilities will be CLOSED on the following holidays:
January 19, 2015  Martin Luther King Day
April 3 (after 5:00 pm)–5, 2015  Easter
May 25, 2015  Memorial Day
July 4, 2015  Independence Day
August 10, 2015  Victory Day
November 25–29, 2015  Thanksgiving
December 23–January 4, 2015  Christmas Break

*Hours of operation and closing dates are subject to change.*

**RESERVATIONS**
To schedule use of any of Bryant’s athletics facilities, contact the department of athletics at x6070. Rental of Bryant’s facilities by the general public may be arranged if not in conflict with student activities.

**EVENT SCHEDULE**
For the most up-to-date information on scheduled events, refer to the department of athletics website at www.bryantbulldogs.com.

**CHACE WELLNESS CENTER**
The most recent addition to Bryant’s recreational facilities, the Chace Wellness Center features a six-lane indoor swimming pool, a multi-windowed, 8,000 square-foot fitness center, an aerobics studio, and four locker rooms. Modeled after private-sector health clubs, the Chace Wellness Center features state-of-the art Life Fitness cardiovascular machines, treadmills, elliptical cross trainers, recumbent and upright bikes, rowing machines, and steppers. There is also a full complement of strength training equipment from Hammer Strength, Body Master, York and Cybex.
RACQUETBALL COURTS & SQUASH COURTS
The racquetball and squash courts are available to users on a first come—first serve basis, except during the afternoons, when the racquetball and squash clubs have priority. Recreational play shall not exceed one hour if others are waiting.

TRACK/TURF
The track, located behind Bulldog Stadium, is available for the Bryant community except during intercollegiate practice, competition, and meets. No vehicles, bicycles, roller blades or animals are permitted in the track/turf area.

TENNIS COURTS
Six tennis courts are available for Bryant community except during intercollegiate and intramural events and practices. Recreational use should not exceed one hour if others are waiting. No vehicles, bicycles, roller blades, hockey sticks, skateboards or animals are permitted on the tennis courts.

FIELDS
Bryant University is fortunate to have plentiful field space which is used for intercollegiate, club, intramural, and recreational activities. Contact the Department of Athletics at x6070 if you would like to schedule field space. The baseball and softball diamonds and golf greens are for intercollegiate practice and competition only and are only made available by permit.

CROSS COUNTRY COURSE
Challenging 5-kilometer and 10-kilometer courses are available to the Bryant community except during scheduled cross country meets. No vehicles, bicycles, or animals are permitted on the course.
STUDENT SERVICES AND PROGRAMS
THE ACADEMIC CENTER FOR EXCELLENCE
AND THE WRITING CENTER

Annually, members of the Academic Center for Excellence (ACE) and Writing Center Staff hold over 11,500 appointments with Bryant students. The Academic Center for Excellence (ACE) is dedicated to helping all Bryant University students achieve their goal of academic success. Our goal at ACE is to help students become self-reliant, independent, confident learners so that they may successfully meet the demands of their chosen academic curricula. This is achieved through our internationally accredited peer tutoring program and study skills instruction by our professional staff. Group sessions as a mode of instruction are encouraged, since teamwork is typical in the workplace and graduate school. The staff engages in a partnership with students to help them achieve their goals. Professional staff members, peer tutors, and faculty work together to foster a supportive learning environment.

Effective written communication is essential throughout an individual’s education and career. The Writing Center offers students assistance in both personalized and workshop settings. Peer Writing Consultants and professional staff help students with papers for any course. The Writing Center’s purpose is to help students develop as writers by helping them recognize their writing strengths and challenges. The staff teaches writing as a process, and is prepared to assist students at any stage.

LEARNING DISABILITY SERVICES
The Academic Center for Excellence processes academic accommodation requests for students with learning disabilities. To receive academic accommodation, students must submit documentation that describes the
nature of the learning disability to the learning specialist at ACE. Diagnostic testing that identifies the existence of the learning disability must have been completed within the past three years. The learning specialist recommends academic accommodations; however, it is incumbent upon the student to schedule an appointment with the learning specialist at the beginning of each new semester to arrange for services. Students with learning disabilities should contact the learning specialist at (401) 232-6746.

ACADEMIC SERVICES FOR STUDENT-ATHLETES
The Academic Center for Excellence, in partnership with the Department of Athletics, provides tailored assistance for the unique needs of student-athletes. Students in our Division I athletic programs have challenging schedules and often need additional help finding a balance between the Student Services demands of athletics and academics. ACE provides these students support with general study skills, time management and overall organization.

Student-Athlete study hall requirements can be fulfilled using any of ACE’s services; tutoring, writing center, learning specialist appointments and time spent in the student-athlete quiet study hall.

ACADEMIC SERVICES FOR INTERNATIONAL STUDENTS AND ENGLISH LANGUAGE LEARNERS
The Academic Center for Excellence and the Writing Center offer specialized services for international students and English language learners to help them increase their academic confidence and improve their performance as Bryant students, preparing them for the global job market.

Services include assistance with adjusting to academic life at Bryant and in the United States; taking advantage of ACE and Writing Center academic support services; navigating the variety of support services available to
international students on campus; developing study skills for college success; improving written and oral language skills; and setting goals for academic improvement.

**FISHER CENTER**
The Fisher Center, as part of the Office of Campus Engagement, strives to create an inclusive atmosphere that fosters personal and professional growth through leadership, programming and service opportunities. As the living room of the campus, we provide the services and programs which enhance the life of our community. Our team supports, challenges and mentors students, employees and organizations to fulfill the mission and vision of Bryant University.

The Fisher Center complements the academic experience through a variety of cultural, educational, social and co-curricular programs and partnerships, thereby fostering a sense of community that enhances the University’s mission and goals.

For more information about the Fisher Center policies and services, please visit our web site at www.bryant.edu/oce.

**FISHER CENTER OFFICES**

**Campus Ministry Office** - Bryant is a private, non-sectarian university that encourages the spiritual development of students and supports the practice of their religious traditions. Catholic, Jewish, and Protestant Chaplains are available in the Campus Ministry Office, located within the Center for Diversity and Inclusion on the second floor of the Fisher Student Center to discuss religious issues and concerns.

Mass is celebrated every Sunday Evening at 7 pm in the Interfaith Center,
Bryant Christian Fellowship and Hillel meet on a weekly basis. To learn more about religious services and programs contact the Campus Ministry Office at 232-6045.

**Center for Diversity and Inclusion** – A newly established area on the second floor of the Fisher Center, the Center for Diversity and Inclusion brings together the diversity and inclusion efforts of Bryant University. Housed within the Center are the Gertrude Meth Hochberg Women’s Center, the Intercultural Center, Pride Center, Campus Ministry and education and advocacy efforts for University-wide disability services.

**Intercultural Center** – The Intercultural Center (ICC), supports international and domestic students of color by serving as advocates for them in their educational pursuits. It is a place for conversation and a resource center for consultation on multicultural and international issues for the entire campus. The ICC is responsible for compliance with immigration regulations for the University and serves as the home away from home for many students. The ICC hosts 4MILE@bryant, a weeklong orientation/transition program uniquely designed to support incoming international and domestic students of color. The ICC also advises two major organizations on campus: the Multicultural Student Union and the International Student Organization.

**Office of Campus Engagement** – These offices house the staff that oversees the operation of the Fisher Center and Interfaith Center, as well as student organizations. The staff also advises several student organizations (The Archway newspaper, Commuter Connection, Greek Leadership, Ledger yearbook, Student Programming Board, Student Senate and WJMF Radio), coordinates the Linked Through Leadership program, and works with other organizations and departments to implement major
events such as Orientation, Welcome Weekend, Homecoming, Parents and Family Weekend, Spring Weekend and Senior Week. Phone: 232-6160

**The Gertrude Meth Hochberg Women’s Center** – Located within the Center for Diversity and Inclusion on the second floor of the Fisher Center, the Hochberg Women’s Center at Bryant offers education for the entire Bryant community about issues that affect women, both on- and off-campus. The Women’s Center provides an informational platform to educate the campus on women’s issues and annual events celebrate the diversity and contributions of women at Bryant, and around the world, and provide a forum for discussing issues facing women in contemporary society. Phone: 232-6854

**STUDENT OFFICES AND ORGANIZATIONS**
The Fisher Center houses most of the major student organizations on campus.

These include:

*The Archway* – The student-run newspaper covers campus, local and national events, sports, entertainment and op-ed articles.

**Community Service office** – The mission of the Community Service Office is to enrich learning and foster community building at Bryant University. Our aim is to engage the campus in opportunities to enhance the quality of life for others and themselves through volunteerism, philanthropy, and activism/awareness.

**The Commuter H.U.B.** – This student organization serves as an informal educational and social service to the commuting students. Its role is to become the link of communication between all commuters and the rest of the University.

**Greek Life office** – This office oversees the executive boards representing the leadership from the PanHellenic Council and the Interfraternity Council. It offers
programming, philanthropy, and community events to unite the Greek community as a whole.

**International Student Organization** – This diverse group is open to all Bryant students in order to promote social and cultural interaction among members of the University. The club holds both cultural and social activities and functions.

**Ledger** – The University yearbook covers the Bryant school year activities, sports and senior pictures.

**Multicultural Student Union** – This organization serves as a representative body for students from many ethnic backgrounds. It strives to improve the quality of life at Bryant by educating the community about other cultures.

**The Pride Center** – This office represents the interests of gay, lesbian, bisexual, transgendered and queer (GLBTQ) students, faculty and staff; promotes GLBTQ acceptance; educates the Bryant community on issues related to sexual orientation, and; works with others to ensure a campus climate that is safe and accepting of all students. For hours and more information, contact pridecenter@bryant.edu or call (401) 232-6000 ext. 20190.

**Student Programming Board** – This organization sponsors educational, social, and recreational programs for the entire campus. Through programming movie series, comedy shows, four major weekends, and many other activities, the group provides the University with quality entertainment.

**Student Senate** – This group is the official representative body of Bryant University undergraduate students. It consists of an executive council and five representatives from each of the four classes. They present to University administration all requests, opinions, complaints, and grievances of the student body in order to promote the interest of the students.
FISHER CENTER DINING
The Fisher Center dining services are located on the first floor of the building. The food options are operated by national franchises and the campus dining services vendor. Hours of Operation may change due to holidays, exams and breaks.

Dunkin Donuts – Franchise coffee/donut shop. Phone: 531-6675 Hours of Operation: Monday – Thursday: 7:30am – 1am; Friday: 7:30am – 11pm; Saturday and Sunday: Building Opening – 11pm

The Scoop – Ice cream and convenience store. Phone: 232–6133 Hours of Operation: To Be Announced

Nick’s Place – Operated by Aramark Dining Services, they offer sandwiches, wraps, calzones, pizza, salads and grilled items. Phone: 232-6943 Hours of Operation: Monday – Friday – 11am – 12:30am; Saturday and Sunday – 2pm – 12:30am

Subway – Franchise sub and sandwich shop. Phone: 232-6310 Hours of Operation: Building Opening – 11:30pm each day.

Vending machines – located on the second floor of the Fisher Center, these machines offer snack foods and drinks.

FISHER CENTER SERVICES
Bookstore – Located on the second floor, the bookstore is operated by the Follett bookstore company. For more information, go to www.bryant.bkstr.com.

Information Center – Located on the first floor, the Information Center houses the Scheduling Center for the FSC and the Machtley Interfaith Center. Besides building, campus and community information, you can purchase discount movie tickets and obtain tickets for campus events as well as get a Bryant University ID made. In addition, laptop and phone chargers are available on loan. Also featured is a copy center/print booth, to print papers,
bind reports or fax documents. For Information, call 232-6245; For Scheduling, call 232-6117.
Hours of Operation:
Monday – Friday: 8:30am – 11pm
Saturday: 12pm – 10pm; Sunday 12pm – 11pm

ATM machines – Located on the second floor, operated by Sovereign Bank and Navigant Credit Union. There is also a change machine for laundry services located here.
ID’s – The Fisher Student Center will be responsible for producing all Bryant University ID’s at the Information Center.

TRAVEL
Bryant Transit Authority – The Office of Campus Engagement coordinates a shuttle service during the week and on weekends to and from the Lincoln Mall, the Providence Place Mall, Kennedy Plaza, and the train and bus stations, for a nominal fee. Trips to T.F. Green airport are scheduled during breaks and holidays. Schedules are available at the Information Center.
RIPTA – Rhode Island Public Transportation runs to and from Bryant to downtown Providence, seven days a week, year round. Schedules are available at the Information Center or online at www.ripta.com.
Zipcar at Bryant – Zipcars are available twenty-four hours a day, seven days a week, year round. Gas and insurance are included with every reservation. You must be 18+ years old to sign up and Zipcar accepts all international licenses. Join at zipcar.com/bryant for only $25.
Fisher Center Vans – Two seven passenger vans may be used by student organizations and departments. All Drivers must meet state of Rhode Island licensing requirements. The vans have to be reserved through the Fisher Center Office. For more information call 232-6117.

MEETING SPACES
The Fisher Center has eight different meeting rooms located on all floors of the building. They range in size from a twelve person conference room to a two hundred fifty seat meeting room. Please refer to the Office of Campus Engagement website for more information: www.bryant.edu/nce

No regular day/evening academic classes or class-related seminar/workshops/presentations may be scheduled in the Fisher Center. Recognized student organizations have priority on the reservation of space seven days a week from 2:00pm to 11:00pm. Organizations which hold regular weekly meetings may apply to the Office the Campus Engagement Scheduling Center for meeting space each spring. Reservations will remain in effect for a full year unless groups do not adhere to Fisher Center policies. It is the responsibility of the individuals who reserved the meeting room to be sure the room is cleaned before they leave.

**RESERVATION OF SPACES IN THE FISHER CENTER**

To schedule a meeting or an event in the Fisher Center, student organizations and offices must use R25 scheduling through the Office of Campus Engagement Scheduling Coordinator at the Information Center. Any organizational meetings or requests outside of the Fisher Center are scheduled through R25 by the University Scheduling office. Extended hours or special arrangements need to be approved by the Office of Campus Engagement. Contact the Scheduling Coordinator at 232 – 6117.

**ADVERTISING/DISPLAY CASES**

Advertising in the Fisher Center is managed by the Office of Campus Engagement. Poster displays will be available throughout the building as well as electronic messaging
boards. Please refer to the Office of Campus Engagement website for additional information.

GENERAL POLICIES

• Alcohol – Alcohol cannot be brought into the Fisher Center. Alcohol will be available in the Fisher Center only through University Dining Services. Dining Services and the University will abide by and enforce state and campus regulations concerning the serving of alcoholic beverages. Cups and other open containers may not be brought into the Fisher Center.

• Dress—In accordance with health safety requirement regulations for public buildings, shirts and shoes are required to be worn in all areas of the building.

• Pets—The Fisher Center does not permit animals (except seeing-eye dogs) in the facility and will conform to state and local guidelines.

• Razor scooters, bicycles, skateboards, roller skates, roller blades and other disruptive or potentially damaging items or behavior are not permitted inside the building.

• Selling and solicitation - The Fisher Center adheres to and enforces the University solicitation policy. No outside solicitation can occur unless sponsored and/or authorized by a University official.

• Smoking—Smoking is governed by state regulations and campus policy. Smoking is prohibited in the Fisher Center and within fifty feet of entrances.

• Variances—Variances to policies will be granted only in extraordinary circumstances that further the mission of the University and the Fisher Center. Approval will be granted by the Office of Campus Engagement.*

*Request for variances of Fisher Center Policy should be submitted at the time of requesting space to the Office of Campus Engagement Scheduling Coordinator at the Information Center three (3) weeks prior to the program
date. Additional costs associated with variances are the responsibility of the requester.

**AMICA CENTER FOR CAREER EDUCATION**
The Amica Center for Career Education offers a full range of career development services for students.

Services include: individual counseling; career resource library; a noncredit career development course; career interest inventories; graduate advising; mock interviews; workshops; special topics programs; Alumni/Student Shadowing Program; Recruiting Program; Alumni Career Link; Academic Internship Program; site visits; Career Fairs and Student/Alumni Career Nights.

**NON-CREDIT INTERNSHIPS/SUMMER JOBS**
Students seeking summer jobs and non-credit internships will find resources on the Internet, in the Career Library, networking through the Alumni Career Link, and listings on the Financial Aid Board. The staff in the Amica Center for Career Education is available for appointments to discuss a job search strategy that can lead to a successful search for a professional experience. Workshops and programs that will assist students in preparing for a career and searching for an internship are offered throughout the fall and spring semester.

**COUNSELING**
College students experience great challenges in both their academic and personal lives. Many new and important decisions are made during these years. Change is constant, and stress often accompanies these new experiences.

The Office of Counseling Services provides a place for students to discuss these multifaceted changes in a private and confidential setting. Counseling helps students cope with the challenges and make sound decisions. Students
who are experiencing serious emotional difficulties, or who require specialized or longer term treatment, can receive referrals to professional services off campus. Services are free of charge. The staff follows strict professional codes of confidentiality. Counseling records are not part of University records.

**FINANCIAL AID**
The Office of Financial Aid provides efficient management and timely delivery of a broad range of student financial aid funds. It also serves as a reliable source of accurate information for many constituencies both on and off campus. Our efforts are guided by a strong commitment to the overall mission and enrollment goals of Bryant University. The office ensures that the highest standards of quality customer service are maintained for the benefit of Bryant University students in their pursuit of excellence, and their families to whom we dedicate our professional support.

The administration of financial aid programs at Bryant University is based upon the premise that the responsibility for education expenses rests primarily with the student and his or her family.

Financial aid is awarded on an annual basis. Returning students must reapply by completing a Free Application for Federal Student Aid (FAFSA) each year to be considered for financial aid (www.fafsa.ed.gov). Current students can monitor the status of their financial aid awards, track missing documents required for processing and view their student account by entering the secured Banner website, which can be accessed via the University’s portal (my.bryant.edu). This convenience is available to all enrolled students with an official Bryant University Personal Identification Number (PIN).

**APPLICATION PROCEDURE—FINANCIAL AID**
The University requires each applicant for financial assistance to complete a Free Application for Federal Student Aid (FAFSA) each year. In some instances, additional documents and/or information (i.e. copies of signed federal tax forms, etc.) may be required. The Office of Financial Aid evaluates each application on an individual basis to determine eligibility for assistance. All applicants are notified of final results of their application.

All students interested in applying for financial assistance are strongly encouraged to do so online at: www.fafsa.ed.gov.

HEALTH SERVICES
Bryant University Health Services is a nurse practitioner-directed program that adheres to federal and state law and endorses the guidelines of the American College Health Association, the Rhode Island Department of Health and the Centers for Disease Control and Prevention.

Health Services is open Monday through Friday from 8:30 am–4:30 pm and Saturdays from 10:00 am–2:00 pm and is located in Residence Hall 16. In the event of an emergency or when Health Services is closed, emergency medical technicians (EMTs) are available through the Department of Public Safety at 232-6001. Health Services is staffed by a Director, a part-time Physician, full-time Certified Family Nurse Practitioners, and Health and Wellness Coordinator.

Clinical components of the Health Services program include the treatment of illnesses and injuries, women and men’s health care, laboratory services, immunizations, support services for students with physical disabilities and referrals as appropriate. All health care and medical records are considered confidential and family members are notified only in the event of a life-threatening accident or illness.
Health Services does not provide written excuses for missed classes, exams, or work, due to illnesses, nor do they provide documentation of visits to Health Services (see policy on website) www.bryant.edu/healthservices.

**ON-CAMPUS EMPLOYMENT**
Hiring preference for all on-campus positions is given to students with Work-Study eligibility as determined by the Office of Financial Aid. All on-campus part-time job opportunities are routinely posted on the university website. Interested students must contact supervisors directly.

**OFF-CAMPUS EMPLOYMENT**
Off-Campus job opportunities, not necessarily requiring Federal Work-Study eligibility, are posted on the bulletin board located in the hall outside the Salmanson Dining Hall. The Office of Financial Aid also maintains a listing of off-campus, community service-related job opportunities for Work-Study-eligible students on the university website.

**REQUIRED STUDENT HEALTH FORM**
All new, full-time students are required to complete the on-line Bryant University Health Forms found on www.my.bryant.edu  Also required is documentation of a physical examination within one year prior to entering Bryant University (six months for Athletes), documentation of immunizations: MMR (2 dose 1st after 1st Birthday) TDAP within last 10years, Hepatitis B (3 doses) Varicella (2 doses or proof of immunity) and documentation of health insurance. International Students are also required to have a PPD screening test for tuberculosis. Immunization for prevention of meningitis is strongly recommended. The medical and immunization portion of the form must be completed and signed by an examining healthcare provider and uploaded in to Medicat
at my.bryant.edu. All forms must be completed and submitted to Health Services by August 1st.

HEALTH INSURANCE
Bryant University requires that all new, full-time students provide documentation of health insurance by providing both the name and policy number of the insurance company on the on-line health form and also a copy of both sides of their insurance card uploaded into Medicat at my.bryant.edu. Student Accident and Sickness Insurance is available for full-time students to purchase. More insurance information can be found on the Health Services website at www.bryant.edu/healthservices.

Federal regulations give the University the right to require international students to purchase health insurance. An insurance fee will be included in the tuition bill of international students and Athletes unless the student provides proof of their own insurance that is acceptable to the Bursars Office.

INFORMATION SERVICES
Bryant University’s Information Services Department consists of four major areas: Administrative Systems, Networking and Telecommunication Services, Academic Computing and Media Services, and Library Services. Each of these areas provides a specific service to students and requires that all students who utilize campus technology adhere to usage guidelines. Campus technology is developed for purposes of communication, research and specific business use. Students are expected to utilize these resources in a responsible manner and in accordance with any conduct guidelines set forth by the University in the Student Code of Conduct.

Additional information and specific guidelines regarding acceptable use of technology resources can be viewed in detail on our website at http://web.bryant.edu/~commtech/
IT under the Policies and Guidelines link. Any student who has questions regarding acceptable use should first consult with a representative of the Information Services Department before attempting to perform any functions utilizing campus technology. Questions regarding acceptable use can be communicated through our Technology Support Center at extension 2-4357. Information Services’ website is at web.bryant.edu/~it.

INTERCULTURAL CENTER
The Intercultural Center (ICC) is the Center for education on international and multiethnic issues at Bryant. The Center is a place for discourse, resource development and consultation on cultural diversity. The mission of the Intercultural Center has evolved and broadened since its creation in 1977 when it served the needs of a small, primarily Black student population. Currently, the ICC supports international students from over 50 different countries as well as domestic students of color from the U.S. by serving as advocates for them during their educational pursuits.

The professional staff collaborates with faculty and administrative departments, counsels and mentors students, and provides support through culturally relevant educational programs for the university at large. The staff advises two major student organizations—the International Student Organization (ISO) and the Multicultural Student Union (MSU). The ICC is also responsible for compliance with immigration regulations for F-1 Visa international students and the University.

The primary programs of the ICC are 4MILE@bryant (a transition program for incoming international students and domestic students of color), Diwali, Celebration of U.S. Cultural History Months, Annual Senior Awards Banquet, Global Community Hour and International Education Week. Phone: (401) 232-6946; Email:intlctr@bryant.edu;
SERVICES FOR STUDENTS WITH DISABILITIES
Bryant University supports students who self-identify with disabilities and provide documentation of their disability from an appropriate source. Bryant University professional staff members serve as advocates for students with disabilities and assist them in achieving equal access to all University programs and services. If students have disabilities that may require accommodations, it is incumbent upon the student to contact the designated office:

- For physical disabilities, contact Judith Farrell, Advisor to Students with Disabilities in Health Services at (401) 232-6220, or E-mail: jfarrell@bryant.edu.
- Individuals with permanent or temporary physical disabilities who wish to obtain handicapped parking passes should contact the Department of Public Safety (232-6001).
- For psychiatric or psychological disabilities, contact William Phillips, Director of Counseling Services at (401) 232-6045.
- For learning disabilities, contact Sally Riconscente, Assistant Director, Academic Center for Excellence (ACE), Learning Disability Services at 232-6746. Students with learning disabilities submit documentation and request academic accommodations through (ACE). Comprehensive documentation, completed within the past three years, must address the current impact of disability of the student’s academic performance.

Bryant’s Guidelines for Documentation may be accessed at www.bryant.edu/ace. It is the student’s responsibility to schedule an appointment in ACE at the start of each semester to discuss accommodation requests.
THE GERTRUDE MATH HOCHBERG WOMEN’S CENTER
The mission of the Gertrude Hochberg Women’s Center is to provide a centralized space and organizational structure to coordinate, plan, and communicate activities that educate the campus on women’s issues and help to create a more just and equitable environment for the Bryant community.

Located on the second floor of the Fisher Student Center, the Hochberg Women’s Center is comprised of the Director’s Office, a large waiting area, a comfortable living room and the Office for the Pride Center coordinator.

The waiting area serves as an informal space for members of the Bryant community to meet, to exchange ideas, and provide mutual support. The living room space is available for small group meetings, awareness programs, support groups, and confidential conversations. Many students use it to study at night.

The Women’s Center offers programs, information and counseling about sexual harassment and sexual assault, sexual orientation, eating concerns, relationship violence, equity and gender issues, women in the workforce, classroom environment, sexual decision making, dating and relationships.

A highlight of the year is our March celebration of Women’s History. In addition, the Center sponsors an annual Sexuality Series which covers topics of interest to both men and women. Confidential counseling is also available at the Hochberg Women’s Center. For more information about activities or events or to find out how to become a volunteer at the HWC, stop by the offices or contact the Hochberg Women’s Center at 232-6854, the Director at 232-6855, or visit our website: http://web.bryant.edu/~wcenter/.
BOARD OF TRUSTEES
The Board of Trustees is composed of civic-minded individuals who have distinguished themselves by their service to the University, their achievements in their professions and their interest in higher education. The Board has the authority to establish the policy and direction of the University, and the President of the University reports directly to the Board of Trustees.

UNIVERSITY OFFICERS
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Michelle Cloutier, BA, MBA………………..Dean of
Admission
James Damron, BA; MA …………………..Vice President
for University Advancement
José-Marie Griffiths, B.Sc., Ph.D. …………..Vice President
for Academic Affairs
Richard J. Joseph, BA, MLitt, JD ………..Interim Provost
Chuck LoCurto, BS, MBA………………..Vice President
for Information Services/CIO
Linda S. Lulli, BS, MBA……………………..Assoc. V. P,
Human Resources
Barry F. Morrison, CPA; BS; MBA………..Vice President
for Business Affairs/Treasurer
James W. Patti, BS, MBA………………..Exec. Asst. to the
President, Assoc. VP
For Strategic Initiatives and Secretary to the Corporation
John Saddlemire, BS; MS; Ed. D………………Vice President
for Student Affairs
and Dean of
Students
Hong Yang, BA, MS, Ph.D………………..Vice President
for International Affairs

PRESIDENT’S DIVISION
Ronald K. Machtley, BS; JD 232-6008
President
The President is the chief executive officer of the University.

Human Resources 232-6010
Athletics 232-6070/6071
Planning and Institutional Research 232-6314

ADMINISTRATION
There Are Seven Administrative Units—Academic Affairs; Business Affairs; Enrollment Management; Information Services; International Affairs, Student Affairs and University Advancement

ACADEMIC AFFAIRS
Richard J. Joseph, Interim Provost 232-6452
José-Marie Griffiths, Vice President for Academic Affairs 232-6060
Robert Shea, Assistant Vice President for Teaching and Learning 232-6956
David Lux, Dean of the College of Arts & Sciences 232-6729
V.K. Unni, Interim Dean of the College of Business 232-6227
Madan Annavarjula, Associate Dean, College of Business 232-6096
Wendy Samter, Associate Dean, College of Arts and Sciences 232-6944
Elizabeth Powers, Special Advisor to the Interim Provost 232-6085
Susan McLacken, Registrar 232-6881
Aaron Dashiell, Interim Director of Undergraduate Advising 232-6210
Richard S. Cheney, Director of Operations, College of Business Graduate Programs 232-6707
Richard S. Cheney, Director, Graduate Student Service Center 232-6707

This unit has jurisdiction over the following areas:
Academic Departments (See Below)
Undergraduate Advising 232-6210
Registrar’s Office 232-6080
Registrar 232-6881
Graduate School 232-6230
Executive Development Center 232-6200
RI Export Assistance Center 232-6407
Institute for Family Enterprise 232-6477
John H. Chafee Center for International Business 232-6407
World Trade Center Rhode Island 232-6407

It is the purpose of the Academic Affairs Division to provide the appropriate teaching/learning environment for students and faculty through administration of the above listed areas. Students should address specific concerns about course content, grading procedures or problems with faculty first to the faculty member involved, and then to the department chair. Issues of this nature that cannot be resolved in this manner should be referred to the respective Dean’s Office.

<table>
<thead>
<tr>
<th>Department</th>
<th>Name</th>
<th>Faculty</th>
<th>Phone</th>
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</thead>
<tbody>
<tr>
<td>Accounting</td>
<td>Dennis Bline</td>
<td>Suite A</td>
<td>6402</td>
</tr>
<tr>
<td>Applied Psychology</td>
<td>Janet Morahan Martin</td>
<td>Suite A</td>
<td>6268</td>
</tr>
<tr>
<td>CIS</td>
<td>Hal Records</td>
<td>Suite K</td>
<td>6172</td>
</tr>
<tr>
<td>Communication</td>
<td>Wendy Samter</td>
<td>Suite H</td>
<td>6944</td>
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<tr>
<td>Economics</td>
<td>Sam Mirmirani</td>
<td>Suite A</td>
<td>6338</td>
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<tr>
<td>English/Humanities</td>
<td>Elizabeth Walden</td>
<td>Suite C</td>
<td>6332</td>
</tr>
<tr>
<td>Finance</td>
<td>Peter Nigro</td>
<td>Suite J</td>
<td>6380</td>
</tr>
<tr>
<td>History/Social Sciences</td>
<td>Gregg Carter</td>
<td>Suite K</td>
<td>6186</td>
</tr>
<tr>
<td>Management</td>
<td>Angela Wicks</td>
<td>Suite B</td>
<td>6147</td>
</tr>
</tbody>
</table>
Marketing   Carol Demoranville  Suite K  6272
Mathematics  Kristin Kennedy  Suite A  6316
Modern Languages  Yun Xiao  Suite J  6908
Science & Technology  Gaytha Langlois  Suite B  6145

BUSINESS AFFAIRS
Barry F. Morrison, CPA; BS; MBA …………232-6017
Vice President for Business Affairs/Treasurer

This division includes the following areas:
Bursar’s Office ………………………………232-6030/6031
Campus Management …………………….232-6052/6057
Conferences and Special Events …………232-6324
Facilities Management ……………………232-6052/6057
Financial Services ……………………..……232-6005
Post Office ………………………………..232-6244
Purchasing ………………………………232-6018
Support Services …………………………232-6035

ENROLLMENT MANAGEMENT
Michelle L. Cloutier MBA ’05……………232-6100
Dean of Admission

Financial Aid ……………………………232-6020
Admissions ………………………………232-6100

INFORMATION SERVICES
Chuck LoCurto, BS; MBA …………………232-6888
Vice President for Information Services

AV …………………………………………232-6128/6886
Help Desk ………………………………..24357
Information Services …………………….232-6196
Laptop Central ………………………….232-6550
Library ………………………………………232-6125
Telecommunications/Cable TV …………232-6545
Switchboard ………………………………232-6000

INTERNATIONAL AFFAIRS
Hong Yang, BA, MS, PhD ......................232-6223
Vice President for International Affairs

U.S.-China Institute and Confucius Institute …232-6884

UNIVERSITY ADVANCEMENT
James Damron
Vice President for University Advancement

Through the departments of Alumni Engagement, University Relations, Development, and Advancement Services the Division of University Advancement works to advance the University’s mission by engaging alumni, parents, and friends in the life of the University, securing philanthropic support and by representing the University to various constituencies and the general public. The departments of this division are:

Alumni Engagement ..........................232-6040
Advancement Services .......................232-6815
Development .................................232-6250
University Relations .......................232-6130
Office of the Vice President..............232-6261

STUDENT AFFAIRS

John R. Saddlemire, BS; MS.; Ed. D ........232-6046
Vice President for Student Affairs & Dean of Students

Providing and enhancing student learning is the main purpose of the Student Affairs Division. The division, through its service and programs, supports and challenges students in the learning process.

John Denio, MS 232-6046
Associate Dean

Judy Kawamoto, BA; MA 232-6160
Associate Dean for Student Life and Director, Office of Campus Engagement

Robert Sloss, BA; M Ed 232-6046
Associate Dean of Students

The Vice President for Student Affairs & Dean of Students and staff are responsible for the following offices:

Fisher Center 232-6117
Campus Ministry / Interfaith Center 232-6289/6119
Center for Career Education 232-6090

Office of Campus Engagement 232-6160
Counseling Services 232-6045
Health Services 232-6220
Health Promotion 232-6982
Center for Diversity & Inclusion 232-6946

Department of Public Safety 232-6001
Residence Life 232-6140
Women’s Center 232-6854

BOARD OF TRUSTEES AS OF JANUARY 2014

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Managing Director (Retired)
Barclays Global Investors
Tucson, AZ

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Senior Vice President (Retired)
Corporate Human Resources
General Electric Company
No. Palm Beach, FL

Nancy DeViney, ‘75
VP, Strategy and Solutions
Sales & Distribution
IBM Corporation
Somers, NY

Cheryl W. Snead ‘06H
President and CEO
Banneker Industries, Inc.
No. Smithfield, RI

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Tricia M. Kordalski ’83, ‘15P
President
Long Elegant Legs, Inc.
Hillsborough, NJ

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PricewaterhouseCoopers
Boston, MA

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Chairman
Fantex Holdings, Inc.
San Francisco, CA

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Exec. VP and Controller (Retired)
Reliance Group Holdings, Inc.
Stamford, CT
Chris W. Bodine  
President, Health Care Services  
(Retired)  
CVS Caremark Corporation  
Cranston, RI

Robert P. Brown ’86  
President  
Bond Division,  
Fidelity Investments  
Merrimack, NH

Robert J. Calabro ‘88  
Tax Partner  
PricewaterhouseCoopers  
Boston, MA

Richard A. Capobianco ‘53  
President (Retired)  
Credit Bureau of Connecticut  
West Haven, CT

Todd G. Carey, ‘00MBA  
Executive Director  
JPMorgan Private Bank  
Boston, MA

Lisa G. Churchville ‘09H  
Principal  
LGC Advisors  
Narragansett, RI

Katie Colton’12  
(Recent Alumni Trustee)  
Graphics Operator  
NESN  
Boston, MA
**Raquel Cordeiro ‘13**  
(Recent Alumni Trustee)  
Business Development Representative  
EMC Corporation  
Franklin, MA

**C. Correll Durling ‘75**  
Owner  
Quick Chek Food Stores  
Whitehouse, NJ

**Sameer Kanodia ’00, MBA ‘02**  
Executive Director  
Datamatics Global Services Limited  
Mumbai, India

**Douglas S. Krupp ’69, ‘89H**  
Sr. Partner & Co-Founder  
The Berkshire Group  
Boston, MA

**F. Kurt Last ’77 BSBA, ‘78BSLE**  
Exec. Vice President  
Specialty Operations Solutions Div.  
Working Buildings, LLC  
Kapa’a, HI

**Joanna T. Lau ‘97H**  
CEO & Chairwoman  
Lau Technologies  
Concord, MA

**Ronald K. Machtley**  
President  
Bryant University  
Smithfield, RI
Deborah May ‘07P
Wethersfield, CT

Charles McDonald, M.D.
Founding Chairman (Retired)
Dept. of Dermatology
Rhode Island Hospital
Providence, RI

Robert P. Mead ‘73
President, (Retired)
Tyco Engineered Products & Services
Jamestown, RI

Cheryl Merchant ‘12H
President & CEO
Hope Global
Cumberland, RI

Kristian P. Moor ‘81, ‘17P
Chairman and CEO (Retired)
AIG
New York, New York

Patricia O’Brien ‘15P
Associate Dean Admin. & Finance
Boston Univ. School of Public Health
Boston, MA

Donald R. Quattrucci ‘83
Managing Director
BNY MellonWealth Management
Boston, MA

Daniel F. Schmitt ’73
Partner (Retired)
KPMG
Scottsdale, AZ
RESIDENCE LIFE

MISSION
Residential living is an integral part of a student’s development and provides an extension of and enhancement for the more formal classroom learning experience. The Office of Residence Life at Bryant University is committed to providing not only a living area for the students, but fostering an environment conducive to intellectual, social and personal growth; to
providing programs that meet the cultural and recreational needs of residents; to providing support, counseling and referral services; and to promoting student responsibility, accountability and leadership experiences.

**OFFICE OF RESIDENCE LIFE**

**Director Of Residence Life:** Chief housing administrator responsible for all aspects of residence life providing direction, supervision and support for the Residence Life staff.

**Area Director/Coordinator of Residential Education:** The Area Director/Coordinator is responsible for ensuring quality programming and community development within the Residence Halls.

**Assistant Director of Residence Life for Administration and Operations:** The Assistant Director of Residence Life for Administration and Operations coordinates office technology, plans and implements the student housing process, manages student conduct matters and is a liaison to Campus Management.

**Area/Resident Directors:** The Area and Resident Directors are responsible for the management, maintenance, programming and staffs of residence halls and the Townhouse area.

**Resident Assistants:** Resident Assistants (RA) are student leaders who have been selected for the position due to their desire to work with people and their demonstration of skill in relating to others. The RA’s primary concern is the welfare of each of the students within the residence hall and their area of responsibility. Additional information on the responsibilities of any staff member is available in the Office of Residence Life, or through any Residence Life staff member.

**PROGRAMMING AND GETTING INVOLVED**
Programming involves groups of residents joining together for social, educational, and cultural purposes. It is intended to provide opportunities to have fun and learn as well as develop community. Resident Assistants and Hall Councils sponsor a variety of programs and welcome your ideas and involvement.

All first year Residence Halls/Areas have a Hall Council. Representatives from each floor are elected to attend meetings which discuss residential living issues and host community programming.

**LIVING OPTIONS**

Living options at Bryant University are designed to foster a gradual increase of independent life-style and individual responsibility. First year students have the opportunity to establish relationships with large numbers of classmates in a more traditional setting. Sophomores and Juniors experiment with small group living while eating in common areas with all resident students. Many seniors live independently in townhouse units with full responsibility for their cooking, cleaning, etc. All living areas include telephone, cable and computer access.

**First Year Complex**

Each of the two first year residence halls (Residence Halls 14 and 15) houses approximately 300 students. Each hall has a system of double bedrooms around a common single gender bathroom. Some first year students are also housed in suite style accommodations in Hall 16. Some first year students may be assigned to a triple room, if needed. Halls 14 and 15 halls have study/social lounges, and also contain common lounges with kitchen facilities.

**Suite-Style Halls**

The majority of residence halls on campus house students in suites. Most suites are comprised of three to four double bedrooms, a living room, and a private bath (Hall
17 provides two bathrooms per suite). There are a small number of suites in some halls that accommodate two or four students.

**Townhouses**
Many, but not all, seniors at Bryant live in one of one hundred and seven townhouse apartments. It is apartment living, while maintaining on-campus status. Students residing in the townhouses are not required to have a meal plan.

**Housing Selection Process**
The Housing Selection process to determine housing assignments for the following year is conducted in February, March and April each year. Only Bryant students residing in on-campus housing at the time of the process are eligible to participate. Any commuter or graduate students wishing to enter the housing process will only be considered after the selection process is completed and resident students have been accommodated. These students should contact the Office of Residence Life for information on the appropriate procedures.

**Leaving the University/Residence Halls**
If you are transferring, withdrawing, graduating, studying abroad, leaving campus for an internship, or otherwise leaving the University, you should contact your Resident Assistant, to be properly checked out, and complete a withdrawal or leave of absence with the Office of Residence Life. Additional instructions on the withdrawal process are available from the Office of Residence Life. The vacated space must be left clean and ready for occupancy.

**Compliance with the Residence Hall Room & Board Agreement**
All students living in Bryant residence halls are subject to the conditions of the University’s policies governing student conduct and are responsible for knowing and observing University regulations and procedures. Failure to comply may result in disciplinary action or removal from university housing.

Bryant University, Office of Residence Life

TERMS AND CONDITIONS OF THE OCCUPANCY AND BOARD CONTRACT

A. GENERAL PROVISIONS
This agreement is subject to all provisions of the Bryant University student handbook and all other rules and regulations of the University as may be in effect at any time. Such provisions and such rules and regulations are expressly incorporated by reference in this contract.

1. Eligibility—In order to live in University residence halls, a student must be classified as a full-time student registered for at least 12 credits per semester. Exceptions may be reviewed by the Director of Residence Life.

2. Terms of Contract—This contract is for a period of one academic year. Non-townhouse residents must vacate halls for specified periods of time, such as vacation or holiday periods and at the conclusion of each semester. This agreement remains in effect during vacation, holiday periods, and other periods of time when the University is closed. Thus, if a student, for whatever reason, remains in the residence halls, appropriate action may be taken under disciplinary provisions of the student handbook. The University reserves the right to institute additional policies as needed during the periods of time while the University is closed.
3. **Deposit**—For returning students, there is a $300 nonrefundable room reservation deposit due in the spring of each academic year. If a student places the room deposit on time and selects or is assigned to a room during the housing selection process, he/she is guaranteed a space for the forthcoming academic year. Students on Residence Hall Probation or Disciplinary Probation may not have equal priority with students in good standing. Commuter students wishing to move on campus are placed on a space available basis and should pay a housing deposit when instructed by Residence Life.

Additionally, there is a $400 damage deposit due prior to entering the residence halls. The $400 deposit remains on file throughout the student’s residency, should a student withdraw and re-enter housing, the student would need to ensure the damage deposit is again made. The balance of this damage deposit is returned, less any charges, when the student permanently leaves the residence halls. Students will be charged for any damages that exceed their damage deposit.

4. **Room Assignment**—Although every effort is made to accommodate the specific requests of all students, the Office of Residence Life reserves the right to change room assignments whenever necessary. The University reserves the right to assign additional students to a room when demand for housing exceeds the spaces available. In such cases the residents of that room will be billed a reduced room rate until additional space is available. If space becomes available and students choose not to “detriple,” they will each be billed for the regular room rate once the offer has been made by the University. Students may also choose to “triple” in a double room or “double” in a single room. There are no room changes allowed in the first two weeks of the semester.
Students wishing to make a room change between the fall and spring semesters must pack and move their belongings prior to the closing of the residence halls for winter break, or may be required to return to campus on designated “room change days” prior to the opening of the residence halls for the spring semester to move their belongings.

Any student unable to meet these requirements for moving may be ineligible for a room change. All room changes must be discussed with and approved by the Area/Resident Director. The Office of Residence Life discourages the belief that room changes are always the best way to resolve roommate issues. When a student requests a room change because of roommate conflicts, the RA or RD will ask that an honest effort for mutual adjustment be made for a period of time. They may also require that a roommate agreement be drafted and adhered to for that period of time.

Should any student attempt to force another occupant to move out by creating, perpetuating, or instigating conflict, the Office of Residence Life reserves the right to determine which student may or will be relocated. Permission for a room change will not be given on the basis of mere preference. A fine may be assessed, and a referral for judicial action may be issued, for any room change not approved by the Office of Residence Life. Room changes will be approved on a space available basis. Should a vacancy occur in a room, suite, or townhouse, the Office of Residence Life reserves the right to place a student into that space. The Office of Residence Life will attempt to provide advanced notice to the current occupant of the room.

Should any room, suite, or townhouse occupant attempt to intentionally mislead, deny, or dissuade a potential new occupant from moving in, disciplinary action and review
of housing status may result. Additionally, any vacant room space must be left in move-in condition for a new occupant. Should any remaining residents choose to place belongings in, on, or around the vacant space, they are required to remove their items and make the room ready for occupancy immediately upon request by the Office of Resident Life. If a student moves rooms, withdraws from housing, takes a leave of absence, graduates, or vacates residency on campus for any reason, he/she must immediately remove all belongings from the resident halls. If any belongings are left behind, they will be deemed as trash, and Bryant University reserves the right to remove and discard that property without compensation to the owner.

5. **Keys**—Room keys will be issued to each student at the beginning of the occupancy period. Students are expected to carry their keys on them at all times. Keys may not be transferred, duplicated, or given to others. Lost keys must be reported to the Lock and Key Coordinator at the Office of Campus Management. Cost of replacement will be borne by the student and will not be taken out of the student’s damage deposit. The university will not be responsible for any damage or personal injury to any student or guest or to their property that results from a failure to immediately report lost or stolen keys.

6. **Meal Plan**—All non-townhouse resident students are required to participate in a University meal plan of 7 or greater. Students who fail to indicate which meal plan they prefer in the assigned timeframe for their class year will be assigned a “14” meal plan. All changes to meal plans must be made during the first week of class. No meal plan changes will be honored after the end of the meal plan change period.

7. **Storage**—Storage space on campus is not available for students’ belongings.

8. **Move In/Move Out**—Every student must check in formally in the beginning of the semester and check out
properly at the end of each academic year. The online or paper Room Condition Report is used by Residence Life as a basis for assessment of charges due to damage or loss, and must be completed by each resident student at the onset of occupancy each academic year. Failure to review the online or paper Room Condition Report upon occupancy will not be basis for an appeal to damage assessment. Students are expected to leave their living areas in the same condition as they were when they moved into the residence hall and will be charged for any failure to meet this expectation.

Students must remove all personal property from the residence hall at the end of the academic year. Bryant University is not responsible for property left in the residence halls after closing.

**Early Arrivals**
The University does not allow students to arrive or move in prior to or remain in the residence halls after the designated dates and times for their class year. Students required by the University to be on campus prior to fall opening, during breaks, or after hall closing for athletic training, work, or leadership training, must have approval of Athletics or their Faculty/Staff supervisor, as well as the Office of Residence Life. Student rooms will be entered unannounced during these periods by University officials to complete necessary inspections, inventory, and maintenance tasks. The residence halls and townhouses will be alcohol-free regardless of age, and guests are prohibited during early arrival and late stay periods.

**9. Insurance and University Liability**—As stated in the “Student Handbook”, the University is not responsible for damage to personal property by water, fire, theft or any other cause, or for any property left in the halls upon closing. In addition, I agree that I am aware of and had the opportunity to enroll in the “Student Personal
Property Plan” (www.nssi.com) offered by the University to supplement any homeowners or rental insurance my family may maintain. Applications can be obtained through the Office of Residence Life. The University assumes no responsibility or liability for any damage to property or personal injuries caused by the intentional, willful, or malicious conduct of students, including and without limitation to, such conduct as fighting, wrestling, vandalism, horseplay, etc.

10. **Guests**—A resident may have no more than one guest at any one time. Overnight guests (including other resident students or off campus guests) may visit for no longer than two consecutive nights within a given week, except by permission of the Office of Residence Life. Guests must also be properly registered with the Department of Public Safety. Guests under age 18 must clear their visit with the Office of Residence Life before 12Noon the Thursday prior to the guest’s arrival. Students will be held responsible for the conduct of their guests. Residents must remain with their guests at all times while on-campus. The privilege of entertaining guests is a negotiable agreement between roommates. The University reserves the right to prohibit guests on campus during designated periods of time. Students may not have guests on campus during break periods and Wintersession.

The hosts are solely responsible for the safety of their guests. Additionally, students must take all measures to protect fellow students from their guests’ illegal, improper, or unruly actions. Hosts are held fully responsible for any such conduct and may be subject to financial damages and/or disciplinary action for any breach of this responsibility.

11. **Laundry Facilities**—Laundry facilities are located in all residence halls, the townhouse utility room, and in townhouses E and H through P. The University will not
be responsible for damage to or loss of personal property associated with the use of laundry facilities or for items left unattended in the laundry rooms.

12. Laundry Tracker—Using the Laundry Tracker™ system, resident hall occupants now have the ability to monitor the status of the washers and dryers in the resident halls and community laundry rooms. Residents can go online at www.laundrytracker.com to see machine availability before leaving the comfort of their room. Using their computer, PDA or web enabled cell phone, residents can request a text or email alert when their laundry is completed.

13. Entry/Inspection—University personnel may enter students’ rooms to perform routine maintenance during normal working hours whether or not the resident is present. Residence Life staff will inspect rooms, suites and townhouses each month, and prior to or during all university breaks. The University reserves the right to designate which areas can and will be inspected, including exposing areas that have been covered/obstructed by students. The purpose of inspections is to detect damages, verify furniture inventory, report repairs needed, check general cleanliness, and fire, health and safety standards.

When a representative of Residence Life, Student Affairs, Campus Management, Public Safety, or the Fire Department seeks access to a student’s room for any legal purpose, reasonable effort shall be made to notify the occupant in advance of such entry. However, unannounced inspections will be conducted to assure compliance with fire safety regulations, hall closing procedures, or when an officer of the University has witnessed or has reasonable suspicion of a possible violation of University policy. During inspections, a university official carrying out the responsibilities of his/her position may cite the student for violations in plain sight. In cases where room inspections were not
satisfactory, Residence Life or other designees may inspect more frequently or conduct unannounced inspections as needed and/or take disciplinary action. Prohibited items will be confiscated and disposed of in a manner deemed appropriate by a university official without compensation to the owner. The Fire Safety Coordinator or designee may conduct unannounced fire safety inspections.

14. Solicitation—Door-to-door solicitation is strictly prohibited in the residence halls. Any other type of sales/promotion within the residence halls must receive prior written permission from the Director of Residence Life or designee. Students cannot operate a business from their room, suite or townhouse.

15. Telephone Service—Every suite has been assigned a VOIP (Voice over Internet Protocol) telephone. These phones will only work on the University’s Cisco network, and they are the property of Bryant University. Each suite will have its own telephone number. This gives students the ability to receive calls and place local or on-campus calls. Students may subscribe to long-distance telephone service through the University-approved, third-party vendor. Questions about Bryant’s telephone system and its features may be directed to the Telecommunications Office at (401) 232-6545.

16. Pets—No pets are allowed in the University residence halls except for non-carnivorous small fish (maximum one tank per room with tank size of 10 gallons). Any student found with a pet will be fined $20 per day until the pet is permanently removed. Students are responsible for finding an appropriate permanent off campus living situation for the animal in the prescribed timeframe for removal.

17. Prohibited Items—The following items are not allowed in or around any residence hall/townhouse at any time. Any prohibited items found in or around the residence halls or townhouses will be confiscated and discarded without compensation to the owner including:
• any heat-producing appliances including, but not limited to, hot plates, heating/immersion coils, electric fry pans, coffee makers of all kinds (excluding Keurig and “pod”-type), toaster ovens, toasters, electric blankets, electric heaters, microwave ovens, hot pots, or popcorn poppers. (All of the above are allowed in the townhouses except heating/immersion coils, and electric heaters.)
• halogen lamps; 5 light multi-head floor lamps
• 2-prong extension cords; splitters
• candles and incense (unlit and/or decorative candles are prohibited)
• extra furniture (lofts, bars, desk chairs, rugs, extra beds, air mattresses, bed extenders, cubes/ottomans, papasan chairs, cloth or wooden drawers, wooden drying racks, plywood, etc.) and lumber of any kind.
• waterbeds, hot tubs, pools, slip and slides
• television or radio antennae/dishes that are placed outside the room or window or anywhere on the exterior of the building or grounds
• weights
• fire arms, BB guns, paintball guns knives, pellet and air/or guns, pepper spray, mace, tasers, stun guns, or any type of weapon or ammunition
• fireworks or explosives of any type
• propane, gasoline, kerosene, gas grills, other hazardous chemicals
• motorcycles, mopeds, other gas-powered vehicles
• dart boards/darts
• traffic signs, neon signs, traffic cones, university signs
• alcoholic beverage containers, beer boxes, empty kegs, beer balls, taps, kegalators, keg refrigerators, funnels, Beirut/beer pong tables, or other alcohol paraphernalia, etc. may not be used for decorative or any other purposes in the residence halls. Shot glasses in first-year residence halls. Possession of these items may be viewed as evidence of consumption.
• air conditioners
• cinder blocks; shelving of all kinds, or anything mounted to furniture, walls, or ceilings
• fog/smoke machines, strobe lights
• bullhorns; megaphones, air horns, vuvuzelas
• hookahs
• multi-quart beverage cooler
• scanners/surveillance cameras
• Deep freezers
• Paper lanterns

Maximum size for a refrigerator in a room, suite or townhouse: 5.0 cubic feet. Maximum number of refrigerators: one per assigned room resident. The University reserves the right, at its sole discretion, to deem other items as prohibited.

B. USE OF DWELLINGS AND GROUNDS
1. Rights of Others/Noise—Each student shall respect and observe the rights of other students occupying University residence halls. Excessive noise including the use of radios, stereos, personal music devices, televisions, etc., at a level that can be heard beyond the boundaries of the room, is prohibited. Repeated violations of this policy may result in the mandatory removal of the noise producing item.

2. Cooking is not allowed in rooms or suites.

3. Appliances—Clothing and hair irons and hairdryers are the only heating-type appliance that are allowed in the residence halls. Low-wattage electrical equipment such as clocks, radios, stereos, etc. and their attached cords must be UL-approved. The University and the Smithfield Fire Department reserve the right to determine if electrical equipment is dangerous and to require its removal from University residence halls.

4. Condition of the Room/Cleanliness—Students are expected to keep their living area in a clean and habitable condition at all times. If it is determined that a student’s living area falls below acceptable health or safety standards, as determined by the University, the
student will be required to take prescribed corrective action. Students will be held responsible for maintaining their rooms in a clean and habitable condition. Unauthorized furnishings (e.g. lounge chairs, couches, tables, etc.) may not be brought into student rooms/suites. University furniture cannot be brought outside of the residence halls or townhouses. Painting of student rooms or common areas is strictly forbidden.

5. **Damage**—Damage, theft, or acts of vandalism to University or vendor owned property are strictly forbidden. Violators will be subject to disciplinary action and may also face criminal prosecution. Each student is financially responsible for the cost of the replacement or repair of any breakage or damage (except normal wear and tear) to his/her room/suite/townhouse and its furnishings and his/her share of the costs of any damages in the common areas of the residence halls. Residents are not permitted to attempt any repairs of any kind (i.e. painting, furniture repairs, plastering of holes in walls, etc.) Students will be held responsible for the actions of their guests with respect to damages.

### Damage / Vandalism Sanctions

<table>
<thead>
<tr>
<th>Violation Description</th>
<th>First Offense</th>
<th>Second Offense</th>
<th>Third Offense</th>
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<tbody>
<tr>
<td><strong>Level I</strong></td>
<td>- Housing Sign Up Warning</td>
<td>- Housing Sign Up Loss of Privledge</td>
<td>- Loss of Housing</td>
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<tr>
<td><strong>Minor Damage</strong></td>
<td>- Restitution</td>
<td>- Restitution</td>
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<tr>
<td><strong>or Minor Cleaning</strong></td>
<td>- Residence Hall Probation 1</td>
<td>- Residence Hall</td>
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<td><strong>or Minor Cleaning</strong></td>
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<td>Semester</td>
<td>Probation 1 Year</td>
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<tr>
<td>Level II Major Damage or Major Cleaning</td>
<td>- Housing Sign Up Loss of Privledge -Restitution -Residence Hall Probation 1 Year</td>
<td>-Loss of Housing</td>
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</tbody>
</table>

6. Condition of Common Areas—Residents are responsible for keeping hallways, bathrooms, and common areas of the residence halls and adjacent grounds free of personal trash and belongings. Trash left in common areas may result in fines being assessed to residents for removal and cleaning of area affected by the waste.

7. Compliance—Residents are expected to comply with a reasonable order by any University official, or to provide identification to a University staff member acting in the performance of his/her duties. Not responding to a University official’s request in and of itself constitutes a serious violation of University regulations, and disciplinary action will be taken. If it is necessary to call in outside authorities, students may be subject to further disciplinary or legal action.

8. Security—Security systems are designed for the protection of all students. Students are expected to lock their room/suite/townhouse doors. Vandalism of these facilities will not be tolerated. Vandalism of exterior building doors or locks or any other such security system will be subject to appropriate University discipline procedures. The propping of exterior doors is strictly prohibited. In addition, students are prohibited from climbing through windows or being on ledges or roofs of buildings, and exiting/entering through fire exits when there is not an emergency situation. Students
are prohibited from throwing any objects at, toward, or out of any windows.

9. **Break Periods**—All students must vacate the residence halls (excluding townhouses) when they are closed for the Thanksgiving, Winter, and Spring break periods of the ordinary academic year. The Residence Life Office may make exceptions to this policy for extreme circumstances and reserves the right to deny any request. There will be $50 fine per night for those found without permission to stay and will be removed from campus. Students must contact the Office of Residence Life to make arrangements to be escorted to their assigned living space to retrieve personal items.

10. **Fire Prevention/Drills/Equipment**—Students are expected to notify the Fire Department of any potential fire or safety hazard and promptly report any fire. Residents are expected to observe fire safety procedures established for their hall, including the participation in fire alarm/evacuation drills. Students must leave the building when an alarm sounds or be subject to disciplinary action, fines, and/or possible arrest. Fire extinguishers and alarm systems will not be tampered with or tested by unauthorized persons, nor should anything cover, be attached to, or hung from detector devices or associated fire equipment. Hallway fire doors must remain open unless there is an active alarm in the building. Students are expected to help prevent false alarms and should report any tampering of fire safety equipment to their Resident Assistant, their Resident Director, or directly to the Department of Public Safety. In addition to state law and above-stated policies, students are subject to the fire, health, and safety policies found throughout the student handbook.

11. **Hall Sports** are strictly prohibited in all residence halls. Repeated violations of this policy may result in confiscation of any items involved.

12. **Common Bathrooms**—In areas with communal/shared floor or hallway bathrooms, students
are permitted to use bathrooms designated for their gender and are prohibited from using or being present in a bathroom designated for a different gender.

13. **Gambling**—Gambling in any form is strictly prohibited in and around the residence facilities.

14. **Alcohol**—In accordance with Rhode Island State Law, alcohol may not be possessed or consumed by anyone under the age of 21. Residents who are of legal drinking age in the suites and townhouses are extended the privilege of possessing a limited quantity of alcoholic beverages, but may do so only in the privacy of their own bedroom. The exception is when all suite or townhouse residents are age 21 or over, which enables residents, and their 21 or over guests, to consume alcohol in the common room of their suite/townhouse. The sponsoring student(s) of any gathering at which alcohol is served are solely responsible for assuring that all guests are of legal drinking age, and for assuring the safety of their guests and all other persons at such gatherings. The sponsoring student(s) will be held fully responsible for any breach of this duty and may be subject to financial damages and/or disciplinary measures. In addition to the state law and above-stated policy, students are subject to the alcohol policies found in the student handbook.

15. **Drugs**—The sale, transfer, distribution, use, dealing in, manufacturing of, or possession of narcotics, illegal drugs, or drug paraphernalia, or the distribution or misuse of prescribed drugs in and around the residence facilities is strictly prohibited. Violators are subject to University disciplinary procedures as well as criminal prosecution under state and federal laws. Dealing in narcotics and/or illegal drugs will constitute grounds for suspension or dismissal from the residence hall system and further disciplinary action by the University.

16. **Adult Entertainers**—are prohibited in and around the residence halls and townhouses.
17. Resident Responsibility—Residents are responsible for all activities which occur within their assigned rooms, suites and townhouses, including, but not limited to, immediately reporting possible violations of Bryant University policy to appropriate university officials. All terms and conditions are subject to change.

SAFETY IN THE RESIDENCE HALLS

FIRE AND SAFETY REGULATIONS
The safety of each student is of paramount concern to the University, and we have formulated specific rules and regulations pertaining to fire, health and safety issues. Please be advised that tampering with any fire alarm or fire protection system will result in your being held financially responsible for any damages. Along with financial responsibility, should the circumstances warrant, you could be placed under arrest for tampering with life safety systems.

Citations
Residence Life staff and/or the Fire & Safety Coordinator will issue citations to individuals and/or areas that are in violation of standards regarding Fire, Health and Safety policies and laws. All living areas must be in clean and safe condition. Students will be held accountable for their actions as well as the condition of their room and suite.

Should a fire, health and safety citation be issued, the following sanctions may be applied:

First Offense—up to a $50.00 Fire, Health and Safety citation per violation at the designation of the Resident/Area Director. (Candles will be confiscated and may be disposed in a manner determined appropriate by the University. In special cases the candle(s) may be returned to the student when they leave campus to return home.)
Second Offense—up to a $100.00 Fire, Health and Safety Citation per violation. Repetitive violations will be considered in determining whether the offending student is permitted to reside in University housing.

Third Offense and beyond—Fire, Health and Safety Citations and sanctions per violation will be determined at the discretion of the Resident/Area Director.

FIRE SAFETY REGULATIONS
1. A list of prohibited items can be found in the Occancy and Board contract.
2. The following items are not to be tampered with or obstructed under any circumstances: heat sensors, smoke detectors, fire alarm pull stations, sprinkler heads, sprinkler piping, fire horns, fire extinguishers, and fire extinguisher cases. Should you have a problem, or suspect that there is a problem with any of the above devices, please call Department of Public Safety or notify your RA immediately. The misuse or the replacement of a missing or misused fire extinguisher will result in a monetary fine with possible disciplinary consequences. Should no one be found to be solely responsible, a fine will be levied to all residents of the unit, suite, floor, hall, or townhouse.

Any flame source inside residence halls or townhouses is banned, including but not limited to candles, cigarettes or other smoking material, incense, propane or charcoal grills. Candles are prohibited from ownership or use inside the residence halls and townhouses. Violations of the ban of flammable source material inside the residence halls and townhouses, including smoking, burning or ownership of candles as well as all items on the prohibited list will be issued a Fire, Health and Safety citation.
3. **Electrical Outlets**: No 2-prong extension cords, outlet splitters, or three way “octopus plugs” are allowed in the residence halls and townhouses. The only extension cords that shall be permitted are those that are 3-prong U.L. approved and contain a circuit breaker. No more than two items may be plugged into the same electrical outlet.

4. **Halogen floor lamps and 5-light floor lamps** are banned. They are considered a fire safety hazard because of the intense heat they generate. Persons in violation of this mandate subject themselves to a fire, health and safety citation.

5. **Heating Vents**: The heating vents in rooms and suites are to remain unobstructed. Blocking heating vents causes an imbalance in the HVAC system and may result in a triggered fire alarm; a fine and/or disciplinary action will occur. If you have problems with your heat, contact Campus Management.

6. **Fire Drills/Alarms**: There will be periodic fire drills throughout the year. Vacate the building through the nearest exit upon hearing the alarm and maintain a minimal distance of 50 feet from the building. Law requires evacuation in the event of an alarm, disciplinary action and/or fines may result from non-compliance.

7. **False Fire Alarms**: Each residence hall will be responsible for the secure and appropriate use of its fire alarm system. False alarms that are malicious in nature may be charged to the residents of each building or townhouse block or to the individual when properly identified and as determined by Smithfield Fire and University Officials.

8. **Holiday Decoration**: All decoration policies will be supplied at the designation and approval of the Vice President for Student Affairs/Dean of Students or his designee. These policies will be supplied prior to holiday periods. The University reserves the right to request that decorations and/or lights be removed based
upon appropriateness for the entire University community

9. **Flammable Items**: No flammable items (e.g., charcoal fluid, gas, oil, kerosene, motorcycles, propane tanks, etc.) may be stored or kept in the residence halls or townhouse units. No paper or flammable items are permitted in the corridors. This includes posters and flyers in hallways.

10. **Wall and Ceiling Decorations**: No more than 1/3 of a wall in a room or suite shall be covered. Absolutely nothing is allowed to cover or hang from the ceilings, obstruct passage ways, or fire safety equipment. Social Greek Organizations residing in designated Greek housing may display a banner no larger than 3 feet x 3 feet in their suite window.

11. **Open Flames & Grills**: There is a $1000 fine for persons who start a fire which threatens the safety and security of anyone on campus or causes damage to University property or who maliciously activates a fire alarm system or portable fire extinguisher which results in the activation of the fire alarm system. Outdoor cooking is permitted only in the barbecue pits provided by the University and in the rear of the townhouse units using a self-contained portable grill. These grills must be a minimum of 10 feet away from the townhouse and attended to when in use.

12. **Room/Suite/Townhouse Capacity**: Residence hall rooms and suites have a limited capacity. In residence halls 1–17, the individual room capacity is eight (8) people. In the suite areas of halls 1–13, 16 & 17, the suite capacity is fifteen (15) people. The townhouse unit capacity is twenty (20) people.

13. **Trash & Recycling**: Each living area has a responsibility to dispose of trash & recyclables properly in designated locations. The Resident Director has specific instructions for each area. It is the responsibility of each resident to familiarize themselves with the set of instructions which applies to their living area.
Citations/fines may be issued to individual(s) or floors in violation of University policies regarding trash/recycling disposal.

14. Furniture: For fire safety and egress purposes no extra furniture, e.g., couches, bars, rugs, lofts, recliners, mattresses, entertainment centers, non-University desk chairs etc., are allowed in student bedrooms, suites or common areas. Only University furniture in its proper location is permitted. Non-University desk chairs are only permitted if a doctor’s note for a medical condition is on file with the Office of Residence Life. The doctor’s note must be updated on a yearly basis. Citations will be issued if extra furniture is found in living areas. Improper and unauthorized use of furniture is not permitted.

15. Beds: All beds on campus must be on the floor without any modifications, except for a single set of store-purchased bed-risers. Bed frames cannot be removed from the room or altered in any way.

16. Room Exits: The ability to enter and exit a room or suite must be through a clear and unobstructed path at all times.

17. Smoking: Due to the communal needs of our residential environment, smoking is prohibited within 20 feet of all residential facilities.

18. The Rhode Island fire law: Interference with Fire Alarm Apparatus clause states that: “Every person who unlawfully and without just cause willfully or knowingly, tampers with, interferes with or in any way impairs any public fire alarm apparatus, wire or associated equipment, shall be guilty of a felony and upon conviction thereof, shall be punished by a fine of not less than $1,000 or more than $5,000 or shall be imprisoned for not less than 1 nor more than 5 years, or both.” Individuals will be held responsible for any of this equipment that may be located in their living areas.
GENERAL SAFETY REGULATIONS

Bryant Student ID: Students are required to carry their student ID with them at all times.

Locking of the Main Doors: Residence hall doors are locked at/about 11:00 pm, Sunday to Saturday. Propping doors to a residence hall may result in disciplinary action.

Screens and Windows: Screens in all areas are not to be removed under any circumstances. If your screen is vandalized, stolen, or falls out, notify your RA immediately. Tampering or removing screens could result in disciplinary action. Windows may not be used as a form of entrance.

Thefts and Damages: The University provides locks on rooms, suites, townhouses and front doors of the residence halls. Most thefts and damages to property occur because of unlocked doors. In the event that you experience a loss or theft, immediately notify your RA and report the matter to the Department of Public Safety.

Institutional Signs
Institutional Signs are installed by the University to provide safety, directions, parking and general order for the campus. It is considered theft to take any institutional sign from its appointed place. Institutional signs found in living spaces become the responsibility of the occupants. Persons found in possession of damaged institutional signs also assume responsibility for the current replacement cost(s) of the sign(s).

 Searches
Administrative searches of University rooms or vehicles may be granted by the Vice President for Student Affairs/Dean of Students or designee when evidence can be given, based on direct knowledge or reasonable belief,
that there is a violation of University regulations. Such searches may result in disciplinary action or criminal prosecution against the offender. Room and vehicle searches may also be conducted by law enforcement agencies and University officials under the following circumstances: incidental to a lawful arrest; with a signed warrant presented by a law enforcement agency or court official; during exigent circumstances; or with the consent of the/a person having legal control of the room or vehicles to be searched.

With suspicion of a policy violation, staff of Residence Life may ask a student upon entering a residence hall, to open a carried item for inspection. (ex, backpacks, storage bins, laundry bags, etc.)

**USE OF DWELLINGS AND GROUNDS**

**Appliances:** Irons are the only heating type appliances allowed in the residence halls. Low-wattage electrical equipment (clocks, radios, stereos, etc.) and their attached cords must be UL approved. Only university approved micro-fridge units (correctly assembled) will be permitted.

**Bunking of Beds:** Campus Management staff are the only authorized people allowed to bunk beds. Bunking of beds is only permitted in Halls 14 & 15. Bunk beds will only be allowed if a room in a townhouse is over-occupied (3 students in a double room or 2 students in a single room). Bunking of beds in suites is prohibited

**Decorations:** Posters, signs, flags, etc. cannot be placed in, on, or outside of windows. Paint of any kind on walls, doors, windows, etc is prohibited except when deemed appropriate by Residence Life. The basements in D-block cannot be used for storing personal belongings or for
gatherings and recreational activities. If residents are found in violation, they will face disciplinary action.

**Exterior of Townhouses:** Nothing can be mounted, hung or fixed to any part of the exterior of a townhouse unit. This includes flags, banners, large posters, inflatables, etc.

**Damage or Vandalism** to or tampering with any part of the elevator in Hall 17 is a violation of policy and will result in fines and/or disciplinary action, including loss of on-campus housing. If damage or vandalism to the elevator cannot be held accountable to a specific individual or individuals, the cost will be shared by the residents of the building.

**Keys:** A $50.00 deposit is required to receive a room key and access control/ID card. The room key will open the front and rear doors of the townhouses as well as your individual townhouse room.

ID/Access control cards are fabricated and distributed from the Department of Public Safety.

Halls 1–17 have an access control system on the outside doors. Residents of these halls are issued an access control/ID card by DPS as well as a suite/room key. Townhouses J and K outside doors have a lock and key/Simplex Lock (combination) system. Residents are given the appropriate combination when they receive their key. Combinations to the Simplex Lock system are not to be given to anyone except residents of that particular townhouse. Residents should carry their room key with them at all times. Failure to return the room key to the Office of Campus Management when you check out will result in the forfeiture of the key deposit. If a resident loses their room key or access control/ID card, s/he must request a new key and/or card at the Office of Residence Life. A signed lost key form will then be brought to the
Bursars Office and a $100.00 fee paid for lost keys, and/or a $25 charge for lost access control/ID cards. Upon payment the Bursar, will stamp the lost key request form and it is to be brought to the lock shop between the hours of 2 and 3:30 pm for a replacement key to be fabricated and issued. If a lock change is requested, required, or in any way deemed necessary, for whatever reason, the resident(s) is responsible for any costs involved.

Room keys are not to be duplicated. Costs for damages to Locks, Simplex Locks, or access control devices are assessed to the residents of the affected townhouse/hall and include the price of the lock plus labor. E.g., Locks at $390, Simplex Lock at $300, and access control devices at $700, both at a minimum of 3 hours labor.

Room keys and access control cards are not transferable. Transferring either from one resident to another without notifying the locksmith is grounds for withholding the key deposit and disciplinary action may be taken. When a change in room assignment has occurred a room change authorization form issued from the Office of Residence Life must be presented to the Lock Shop along with the key to the room which has been vacated. The locksmith will then reissue the proper key. The locksmith is out of the office 8:00 am to 2:00 pm doing service calls. In-office hours are 2:00 pm to 3:30 pm. For emergencies notify the Department of Public Safety dispatcher at Ext. 6001 who can contact the locksmith by radio.

**Lockouts**: If a student is locked out of his/her room, he/she should contact the Department of Public Safety (232-6001) who will dispatch an officer or Residence Life staff member as needed. You will need your I.D. to be let into your room, and will be expected to produce your key upon being let into your room by an RA or DPS. The Department of Public Safety will assess a charge of $10
for a second through fifth occurrence and charge of $25 for every occurrence thereafter. This rule applies throughout all academic sessions and residential periods.

**Posting in or on the Residence Halls/Townhouses**
- No outside vendor solicitation materials are allowed in Bryant University residence halls or townhouses. Anyone who is distributing flyers without permission, including local restaurants, delivery services, employers, etc will be removed from campus.
- In order to post flyers/posters in the residence halls, you must be a registered club, organization, or academic or administrative department at Bryant University.
- The requesting party should drop the posters off at the Residence Life Main Office. If the posters are approved the student can leave the posters with Residence Life to be stamped (with two week expiration date). The student requesting posters to be approved can pick up the stamped posters the following business day.
- Flyer/postings must bear the name of the sponsoring organization or department and bear a dated approval stamp from the Office of Residence Life.
- Unapproved or out of date posters/fliers will be removed daily.
- Flyers/postings must be hung in designated fire safe locations and may not be placed on entrance/exit doors.
- Banners will not be allowed to be hung in or on residence halls or townhouses.
- Using chalk on or hanging postings on the exterior of any residential facility is prohibited.
- Flyer/posting approval is at the discretion of the Office of Residence Life.

**Quiet Hours/Noise**
All residence halls have established quiet hours.
Minimum hours:
- Sunday–Thursday 11:00 pm–9:00 am
- Friday–Saturday 1:00 am–9:00 am
Quiet hours can be altered as deemed necessary by the Office of Residence Life.

Students who reside on a 24 hour quiet floor must abide by the conditions set forth in that floors/areas contract. During final exams, quiet hours extended to 24 hours a day.

**Courtesy Hours:** Students must honor the request of any resident or staff member when asked to lower the noise level at any time. Students are expected to be courteous in regards to noise 24 hours a day. A loud noise, including voices, is any sound intrusive or disruptive to those in the residence halls.

**OFFICE OF CAMPUS ENGAGEMENT AND STUDENT ORGANIZATIONS**

The Office of Campus Engagement strives to create an inclusive atmosphere that fosters personal and professional growth through leadership, programming, service opportunities, and new student programs. Built on the foundation of the Fisher Student Center, the living room of the campus, we provide the services and programs which enhance the life of our community. Our team supports, challenges and mentors students, employees and organizations to fulfill the mission and vision of Bryant University.

The Office of Campus Engagement offices are located on the second and third floors of the Fisher Student Center, and staff members are responsible for the overall management of the Fisher Student Center facility, its services and employees, as well as providing support to the nearly 100 student clubs and organizations on campus. Each year, the staff also works in conjunction with other departments and organizations to coordinate the following
programs: Orientation, Opening Weekend, Welcome Weekend/The Big B, Homecoming/ Reunion, Parents & Family Weekend and Bryant @ Night (late night programming series) Major student organizations (The Archway, Commuter Connection, Ledger yearbook, Student Programming Board, Student Senate, WJMF Radio Station, Greek Leadership) are also advised by the Campus Engagement staff.

In addition to the leadership opportunities available through clubs and organizations, the Office of Campus Engagement coordinates such programs as the Leadership Development Series: Linked Through Leadership and the annual all-campus Recognition Banquet for clubs and organizations. Students are also strongly encouraged to become involved in community service, and each year our office coordinates such projects as blood drives, the Alternative Spring Break trip, Helping Hands, and many others.

INTERFAITH CENTER
The Interfaith Center’s principal goal is to provide a dedicated space for religious and spiritual programs directed primarily at the spiritual and religious needs of members of the Bryant campus community.

Programs and activities aligned with the primary purpose of the Center are scheduled through Fisher Center Operations Scheduling Office in the Fisher Student Center. Programs which are not primarily associated with these purposes require approval. Types of programs other than primarily religious or spiritual that may be approved are performing, and other visual arts with religious/spiritual themes or connections.

For more information, contact the Office of Campus Engagement at 232-6160.
STUDENT ORGANIZATIONS
There are three categories of student organizations at Bryant University: agent organizations, governing organizations and independent student organizations.

Agent Organizations
Agent organizations are student organizations that are directly supervised by University officials and serve in a para-professional role in support of the mission and goals of Bryant University, e.g., Resident Assistant staff, Orientation Leaders and the Opening Weekend staff (Bulldog Leaders). These organizations are an extension of the administration of Bryant University.

Governing Organizations
Governing organizations are independent organizations that are advised by University officials and serve as recognized representatives of the student body and its organizations, to the University administration, e.g., the Student Senate, Student Programming Board, Commuter Connection, Interfraternity Council, PanHellenic Council, Student Presidents Advisory Council (SPAC) and the media organizations. These organizations are independent of Bryant University, but since they have functions delegated to them by Bryant, they are directly supervised by the University in the exercise of these functions.

Independent Organizations
Independent student organizations are student organizations that are primarily composed of Bryant University students and annually recognized by the Office of Campus Engagement, and are required to have a faculty/staff advisor who is a member of the Bryant community. These organizations are subject to the disciplinary jurisdiction of Bryant University when operating on University owned property, or at an event co-sponsored with the University off-campus. All campus organizations are responsible for adhering to the policies
and procedures in the Resource Guide for Student Clubs and Organizations. Additionally, all organizations are subject to University discipline when their off-campus independent activities have a negative impact on the educational mission of the University. For more information on these or other organizations, call the Office of Campus Engagement at 232-6160.

CLUBS AND ORGANIZATIONS

MAJOR ORGANIZATIONS
Commuter Connection
Greek Leadership
International Student Organization
Multicultural Student Union
Student Programming Board
Student Senate
*Several Media Organizations are also Major Organizations

ACADEMIC CLUBS
Accounting Association
Actuarial Association
Bryant Economic Student Association
Bryant Marketing Association
Bryant Psychology Association
Collegiate Entrepreneur Organization (CEO)
Communication Society
DECA
Delta Sigma Pi
Finance Association
International Business Association
Legal Studies Society
Pi Sigma Epsilon
Scientific Community Initiative
Society of Global Supply Chain Management
Society for Human Resource Management
GREEK ORGANIZATIONS
GAMMA
Interfraternity Council
Order of Omega
PanHellenic Council

SORORITIES & FRATERNITIES
Alpha Omicron Pi Sorority
Sigma Sigma Sigma Sorority
Delta Zeta Sorority
Zeta Phi Beta Sorority, Inc.
Delta Chi Fraternity
Delta Kappa Epsilon Fraternity
Phi Kappa Tau Fraternity
Sigma Chi Fraternity
Tau Kappa Epsilon Fraternity

MEDIA ORGANIZATIONS
The Archway (newspaper)*
Ledger (yearbook)*
WJMF Radio Station*
TV/Media Production Club
Her Campus
*Several Media Organizations are also Major Organizations

SPORTS CLUBS
Bryant Bowling
Bryant University Bulldog Dancers
Bryant Cheerleading Club
Bryant Hockey Club
Karate Club
Men’s Rugby Club
Men’s Volleyball
Racquetball Club
Squash Club
Tennis Club
Ultimate Frisbee Club
Women’s Crew
Women’s Rugby Club

CULTURE & SERVICE GROUPS
Alliance for Women’s Awareness (AWA)
Big Brothers of Bryant
Big Sisters of Bryant
Bryant Helps
Bryant Pride
BUSCO
China Bryant Connection
Circle Up
Colleges Against Cancer
Dragon Dance Team
Enactus
Franco BU
HEAL
Hillel
InterVarsity Christian Fellowship
Italian American Association
ONE Campaign
The Venue
Wishful Thinking

SPECIAL INTEREST GROUPS
aDvANCEd Evolution Dance Team
Anime and Literature Society
The Bottom Line
Bryant Debaters
Bryant Fashion Forum
Bryant Jazz Ensemble
Bryant Outdoor Adventure Club (BOAC)
Bryant Players
Bryant Singers
Bryant University Badminton Club
Bryant University Chamber Ensemble
Bryant University Fishing Club
Bryant University Gamers
Bryant University Golf Club
Cricket Club
Men’s Club Soccer
Mock Trial
The Podium
Running Club
Ski & Snowboard Club
Student Experiences Abroad Club (SEAC)
Velocity Dance Team
Wrestling Club

**STUDENT PRESIDENTS’ ADVISORY COUNCIL**
Comprised of the presidents of all recognized student organizations and chaired by the Vice President of Clubs and Organizations of the Student Senate, SPAC provides an intermediary communication link between the Student Senate and all clubs/student organizations. It serves as a reliable source for distributing information and sponsoring workshops, seminars concerning budgets, student policies, fundraisers and other related topics.

**STUDENT PROGRAMMING BOARD**
The Student Programming Board is responsible for programming a variety of social, cultural, educational and recreational activities for the entire Bryant community. The organization’s primary goal is to enhance campus life through the presentation of quality and diverse entertainment. SPB is the center of student entertainment and is responsible for planning and sponsoring the following types of activities:

- on-campus movies
- cultural events
- comedy shows
- bands
- lectures
- theme weekends
- novelty programs
- concerts
- trips

All students are encouraged to participate in the planning and implementation of SPB’s programs.
STUDENT SENATE
The Bryant University Student Senate is the governing body for all students and most student organizations and clubs, and serves as a channel of communication between the student body and the faculty and administration of the University. The Student Senate provides a spectrum of services and activities to the Bryant community. It is comprised of numerous committees to examine the issues and needs of students, and strives to initiate action to meet these needs. In addition, the Student Senate, through the Student Involvement Fee (SIF) Oversight Board, and Ways and Means Committee, shares responsibility with the University for allocating and monitoring the student involvement fee (SIF) paid by all full time undergraduate students.

STUDENT ORGANIZATION REGULATIONS AND PROCEDURES

Request for Recognition
A student group desiring recognition by Bryant University as an organization must submit a written proposal to be approved by the Student Senate and the Associate Dean/Director of the Office of Campus Engagement, or his/her designee. A student group desiring recognition as a sports club must submit a written proposal to be approved by the Student Senate in conjunction with the Director of Club Sports/Athletics Department and the Associate Dean/Director of the Office of Campus Engagement or his/her designee. A student group desiring recognition as a fraternity or sorority must submit a written proposal to be approved by the appropriate Greek governing body, as well as the Office of Campus Engagement and the Vice President for Student Affairs & Dean of Students.

The process to request recognition as a student organization is as follows:
1. Meet with the Associate Dean/Director of the Office of Campus Engagement to discuss your proposed group.

2. Submit a proposed constitution and list of currently enrolled Bryant University students interested in becoming members to the Vice President of Clubs and Organizations of the Student Senate and the Associate Dean/Director of Campus Engagement or his/her designee. The proposed constitution and list of interested students must be submitted a minimum of one week prior to the Student Senate meeting at which the group wishes the proposal to be considered.

3. A minimum of ten currently enrolled full-time undergraduate Bryant University students must indicate interest in order for the group to request recognition.

4. Each proposed group must have an advisor who is a member of the Bryant University faculty or staff.

5. The proposed constitution will be reviewed and voted on by the members of the Student Senate.

6. If passed by the Student Senate, the constitution must then be approved by the Vice President for Student Affairs & Dean of Students. If approved, the group becomes a fully recognized student organization.

In order to be recognized by the University, all organizations must include the following statements in their constitution:

• Membership is open to all interested full-time undergraduate Bryant students.
• All meetings are open to the Bryant community.

Groups seeking recognition that are affiliated with a nationally-recognized organization may be allowed to limit their membership, pending the approval of the Vice President for Student Affairs or his/her designee.
Students, who pledge, join, accept membership or affiliate in any way with a former fraternity or sorority whose recognition has been withdrawn by the University are in violation of University policy and are subject to disciplinary action. This disciplinary action may range from probation status to University suspension.

All social fraternities and sororities must be nationally affiliated to be recognized by the University.

The University, through the Office of the Vice President for Student Affairs & Dean of Students, reserves the right to deny recognition to any student organization whose stated aims and/or objectives are not consistent with those of Bryant University. The Vice President for Student Affairs & Dean of Students may revoke an existing organization’s recognition whenever due cause for said revocation can be clearly demonstrated.

All student organizations are required to maintain an updated constitution, along with a current Student Organization Registration Form with the Office of Campus Engagement. This form must be updated each time new officers are elected, or a new faculty/staff advisor is chosen.

The act of recognition implies that a student organization obligates itself to abide by all the rules and regulations of the University pertaining to student organizations. These rules and regulations are specified throughout this handbook and other University publications. In addition, members and officers agree to comply with all academic rules and regulations of the University and recognize that violation of any University policies or interference with University functions is grounds for disciplinary action against the organization and its members.
Recognition or the ability to use the name “Bryant University” does not imply or indicate Bryant University sponsorship or approval of the activities of the organization.

STUDENT ORGANIZATION FINANCES
Student organizations requesting funding from the University may do so through the Student Senate Ways & Means committee each spring semester for the upcoming fiscal year. All funds for student clubs and organizations must be kept within the University’s budgetary system; no off-campus accounts will be permitted. Expenditure of these funds is subject to State, University and Student Senate Ways & Means guidelines and procedures.

POLICIES GOVERNING CAMPUS ACTIVITIES & EVENTS
All activities, including raffles, lotteries, and fund-raising events, held on Bryant University property must be approved by the Office of Campus Engagement. Although the general policy holds, separate guidelines exist regarding activities held in the Townhouses, Residence Halls, and the Fisher Student Center. The specific policies can be obtained from the administrators responsible for those areas. More detailed general policies may be obtained from the Office of Campus Engagement. Please refer to the Resource Guide for Student Clubs and Organizations.

1. Conditions for Approval:
   a. Assurance that all University regulations, local, state and federal laws concerning fire and safety regulations, necessary security, and conduct will be followed.
   b. Indication that the activity is consistent with the purposes and constitution of the sponsoring organization.
c. Availability of financial resources on the part of the sponsoring organization if the event is a financial failure or if property damage is incurred.

d. Assurance that no group or individual will accrue private financial gain from sponsorship of the event.

2. Damage/Theft Responsibility: It is the responsibility of the sponsor(s) for any damage, theft, and/or abuse of facilities immediately before, during and after the event.

3. Facility Cleanup: It is the responsibility of the sponsor(s) to leave the facility in a satisfactory condition, as determined by the University, after each event.

4. Financial Responsibility: The sponsor(s) assumes complete financial responsibility for any damage, theft, and/or abuse of the facilities immediately before, during, and after each event.

5. Fees: Appropriate fees will be assessed for rental, services, and maintenance.

6. Activities Sponsored By Outside Groups: Events must be related to the general mission and function of the University or be a community service function. These events will generally not be held while the University is in session. Coordination for outside groups is through the Conference Office.

**SCHEDULING ACTIVITIES**

1. Any recognized student organization wishing to sponsor activities which require the use of University facilities must initiate its request in the Office of Campus Engagement.

2. Any office or department wishing to sponsor activities which require the use of University facilities must initiate its request with the Central Scheduling or with the Fisher Student Center Scheduling Office if the event is to be held in the Fisher Student Center.
3. Activities requiring set-ups (tables, staging, and/or Facilities staff) must be scheduled a minimum of two weeks (10 working days) prior to the event. This will be strictly enforced.

4. The authority of determining the availability of space rests with the Central Scheduling Coordinator and the Fisher Student Center Scheduling Office.

5. If the dining areas are desired and/or food is needed, the sponsoring group is responsible for making all necessary arrangements with dining services at least two weeks (10 working days) in advance.

6. If it becomes necessary for the sponsoring group to cancel an activity, it is their responsibility to notify the Central Scheduling Coordinator or the Fisher Student Center Scheduling Office immediately. Otherwise, the sponsor may be charged for the expenses incurred in preparing for the activity.

POLICY ON DAMAGES
1. It is a condition of use of Bryant University facilities that the sponsoring group or organization will be held financially and judicially responsible for any damages that may result from the actions of persons attending that event.

2. It is the sponsoring organization’s responsibility to take necessary precautions and provide necessary control over its own function so as to prevent damages or other such incidents from occurring. University Public Safety will be used as reinforcement for serious situations.

POSTER, PAINT, AND SIGN POLICY
The following policies have been accepted by the Bryant University Student Senate and the Office of Campus Engagement. All clubs, organizations and departments are advised to follow these policies:
1. Only currently recognized Bryant University student organizations or departments may post posters and signs in the Unistructure and Residence Halls (see Fisher Student Center policy for specific rules relating to that facility).

2. Posters and signs in the Unistructure may be displayed in enclosed bulletin boards (not departmental). To advertise in the residence halls, posters must be submitted to the Office of Residence Life a minimum of one week prior to your event. Residence Life staff will review the posters, and if approved, will hang them within one week of submission. Outdated posters will be removed on a daily basis.

3. Posters and signs must bear the name of the sponsoring organization or department. In addition, they cannot advertise alcohol as the major focus of the sign or event.

4. Any signs placed on classroom bulletin boards may not overhang the board, and only one sign per classroom bulletin board is permitted. The maximum number posted for any event is two per bulletin board.

5. A poster making machine is available in the student organization resource area (third floor of the Fisher Student Center) for use by all recognized student organizations and clubs.

6. Sidewalk chalking is not permissible on brick walkways; it is permissible on other walkways. If you have any questions about where chalking is permissible, stop by the Office of Campus Engagement.

7. Off-campus groups must receive permission from the Associate Dean/Director of the Office of Campus Engagement or his/her designee to advertise their event(s) on campus. This permission will be given if the event(s) is/are in support of the aims of the University.

8. Failure to abide by the guidelines in this policy will necessitate immediate removal of unauthorized posters and signs. Violations by student clubs and organizations may result in the loss of posting privileges.
9. Anyone found guilty of removing posters, unless authorized by the Office of Campus Engagement or the sponsoring organization is subject to campus discipline.

STUDENT CODE OF CONDUCT

"We never educate directly, but indirectly by means of the environment. Whether we permit chance environments to do the work, or whether we design environments for the purpose makes a great difference." (John Dewey 1933, P. 22).

PREAMBLE

Bryant University is committed to educating students to discover their passion and become leaders of character who make a difference around the globe. Another of our goals is to encourage students to develop a sense of self-worth, an understanding of the behavior of themselves and others, an awareness of ethical issues, and a commitment to their own responsibility for upholding and strengthening community standards at Bryant. Students are expected to obey the policies of Bryant University as well as applicable local, state and federal laws and are not entitled to greater immunity or privilege before the law than that enjoyed by ordinary citizens. As they prize rights and responsibilities for themselves, students are expected to respect the rights and responsibilities of others. For infractions of laws, regulations, policies and standards, students may be subject to disciplinary action up to and including expulsion from the University. Such disciplinary action may be imposed for violations which occur off campus when the violation may have an adverse effect on the University.

Definitions

The following selected terms are defined in an effort to facilitate a more thorough understanding of The Student
Code. This list is not intended to be a complete list of all the terms referenced in The Student Code that might require interpretation or clarification. The Director of Community Standards or designee shall make the final determination on the definition of any term found in The Student Code.

1. “Accused student” means any student accused of violating The Student Code.

2. “Administrative hearing officer” or “student conduct officer” means a University staff member who is authorized to determine the appropriate resolution of an alleged violation of The Student Code, and/or to impose sanctions or affect other remedies as appropriate. Subject to the provision in this code, an administrative hearing officer as well as a student conduct officer is vested with the authority to, among other duties, investigate a complaint of an alleged violation of The Student Code; decline to pursue a complaint; refer identified disputants to mediation or other appropriate resources; establish The Student Code alleged violations regarding an accused student; approve an administrative agreement developed with an accused student; conduct an administrative hearing; impose sanctions; approve sanctions recommended by another hearing body; chair and/or advise a hearing or Probation Review Committee; and conduct an appellate review.

3. “Appellate body” means any person or persons authorized by the Vice President for Student Affairs, or designee to conduct a review of a decision reached by a hearing body.

4. “Business day” means any day, Monday through Friday, in which the University is open.

5. “Complainant” means any person who submits an allegation that a student violated The Student Code. When a student believes that s/he has been a victim of another student’s misconduct, the student who
believes s/he has been a victim will have the same rights under The Student Code as are provided to the complainant, even if another member of the University community submitted the charge itself.

6. “Consent” is an understandable exchange of affirmative words or actions, which indicate a willingness to participate in mutually agreed upon sexual activity. Consent must be informed, freely and actively given. It is the responsibility of the initiator to obtain clear and affirmative responses at each stage of sexual involvement. Consent to one form of sexual activity does not imply consent to other forms of sexual activity. The lack of a negative response is not consent. An individual who is incapacitated by alcohol and/or other drugs both voluntarily or involuntarily consumed may not give consent. Past consent of sexual activity does not imply ongoing future consent.

7. “Designee” refers to a staff or faculty member who has responsibility for implementing the student conduct process or administering the student conduct system, in part or in whole.

8. “Director of Community Standards” refers to that person in Student Affairs, designated by the VP for Student Affairs to be responsible for the overall coordination of the University student conduct system, including the development of policies, procedures, and education and training programs. The Director of Community Standards may serve as an administrative hearing officer, student conduct officer and/or an appellate body.

9. “Hearing/Board Advisor” means an administrative hearing officer who observes a hearing body or the Probation Review Committee throughout the hearing/meeting and during the hearing body’s/committee’s private deliberations for the purpose of providing information and interpretations
relative to the University student conduct system and The Student Code.

10. “Hearing Body” means one or more members of the University community authorized by the Director of Community Standards or designee to determine whether a student has violated The Student Code and to impose sanctions as warranted.

11. “Incident database” means the electronic database used to track an incident and the response taken.

12. “Instructor” means any faculty member, teaching assistant or any other person authorized by the University to provide educational services (e.g., teaching, research, or academic advising).

13. “May” is used in the permissive sense.

14. “Member of the University community” includes any person who is a student, instructor, or University staff member; any other person working for the University, either directly or indirectly (e.g., private enterprise on campus); or any person who resides on University premises. A person’s status in a particular situation shall be determined by the Director of Community Standards.

15. “Policy” is defined as the written regulations, standards, and student conduct expectations adopted by the University and found in, but not limited to, The Student Code; The On-Campus Housing Contract; the Policy on Alcohol and Other Drugs, the Policy on Harassment; graduate and undergraduate catalogs; and other publicized University notices.

16. “Probation Review Committee” shall review University Probation removal petitions upon the request of a student or registered student organization at least six months after the student is placed on University Probation. The Probation Review Committee shall typically consist of at least two University community members. Generally, a Probation Review Committee shall have an advisor.
Probation Review Committees do not conduct hearings of alleged violations.

17. “Shall” and “Will” are used in the imperative sense.

18. “Student” means any person admitted, registered, enrolled, or attending any University course or University conducted program; any person admitted to the University who is on University premises or University-related premises for any purpose pertaining to his or her registration or enrollment.

19. “Student conduct file” means the printed/written/electronic file which may include but is not limited to incident report(s), correspondence, academic transcript, witness statements, and student conduct history.

20. “Student organization” means an association or group of persons that has complied with the formal requirements for University recognition.

21. “Support person” means any person who accompanies an accused student, a complainant, or a victim to an administrative hearing for the limited purpose of providing support and guidance. A support person may not directly address the hearing body, question witnesses, or otherwise actively participate in the hearing process.

22. “University” means Bryant University.

23. “University official” includes any person employed by the University to perform administrative, instructional, or professional duties.

24. “University premises” includes all land, buildings, facilities, and other property in the possession of or owned, used, or controlled by the University, either solely or in conjunction with another entity.

STUDENT CODE AUTHORITY

1. The Director of Community Standards or designee shall determine the composition of Student Conduct Boards and determine which Student
Conduct Board, Student Conduct Administrator and Appellate Board shall be authorized to hear each matter.

2. The Director of Community Standards or designee shall develop policies for the administration of the student conduct system and procedural rules for the conduct of Student Conduct Hearings that are not inconsistent with provisions of the Student Code.

3. Decisions made by a Student Conduct Board and/or Student Conduct Administrator or designee shall be final, pending the normal appeal process.

ARTICLE III: PROSCRIBED CONDUCT

A. Jurisdiction of the University Student Code
The University Student Code shall apply to conduct that occurs on University premises, at University sponsored activities, and to off-campus conduct that adversely affects the University Community and/or the pursuit of its objectives. Each student shall be responsible for his/her conduct from the time of application for admission through the actual awarding of a degree, even though conduct may occur before classes begin or after classes end, as well as during the academic year and during periods between terms of actual enrollment (and even if their conduct is not discovered until after a degree is awarded). The Student Code shall apply to a student’s conduct even if the student withdraws from school while a disciplinary matter is pending. The Director of Community Standards or designee shall decide whether the Student Code shall be applied to conduct occurring off campus, on a case by case basis, in his/her sole discretion.

B. Conduct—Rules and Regulations
Any student found to have committed or to have attempted to commit the following misconduct is
subject to the student code sanctions outlined in Article IV:

a. Furnishing false information to any University official, or office.

b. Forgery, alteration, or misuse of any University document, record, or instrument of identification.

2. Disruption or obstruction of teaching, research, administration, disciplinary proceedings, other University activities, including its public service functions on or off campus, or of other authorized non-University activities when the conduct occurs on University premises.

3. Physical abuse, verbal abuse, threats, intimidation, harassment, coercion and/or other conduct which threatens or endangers the health or safety of any person including but not limited to:
   a) Sexual misconduct.
   b) Sexual harassment.
   c) Sexual exploitation.
   d) Bullying/Cyber bullying.
   e) Threats of violence
   f) Domestic violence.
   g) Retaliation.
   h) Emotional, mental, or psychological abuse.
   i) Use of technology or social media to target groups or individuals.

4. Vandalism, attempted or actual theft of and/or damage to property of the University or property of a member of the University community or other personal or public property, on or off campus.

5. Hazing, defined as an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property, for the purpose of initiation, admission into, affiliation with, or as a condition for continued membership in, a group or organization. The express or implied consent of the victim will not be a defense. Apathy or acquiescence
in the presence of hazing are not neutral acts; they are violations of this rule.

6. Failure to comply with directions of University officials or law enforcement officers acting in the performance of their duties and/or failure to identify oneself to these persons when requested to do so.

7. Abusive language or other behavior that is inappropriate, threatening and directed toward University staff.

8. Unauthorized possession, duplication or use of keys or Bryant ID card to any premises or unauthorized entry to or use of University premises.

9. Violation of any University policy, rule, or regulation published in hard copy or available electronically on the University website.

10. Violation of any federal, state or local law.

11. Use, possession, manufacturing, or distribution or being in the presence of marijuana, prescription drugs other than intended use, narcotics, or other controlled substances except as expressly permitted by law. Possession of drug related paraphernalia is also prohibited e.g. rolling papers, grinders, bongs, or pipes.

12. Use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly permitted by University regulations), or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by or distributed to any person under twenty-one (21) years of age.

13. Illegal or unauthorized possession of firearms, explosives, other weapons, ammunition, fireworks, BB or pellet guns, paintball guns, knives longer than 3 inches, martial arts weapons or dangerous chemicals on University premises or use of any such item, even if legally possessed, in a manner that harms, threatens or causes fear to others.

14. Participating in an on-campus or off-campus demonstration, riot or activity that disrupts the normal
operations of the University and/or infringes on the rights of other members of the University community; leading or inciting others to disrupt scheduled and/or normal activities within any campus building or area.

15. Obstruction of the free flow of pedestrian or vehicular traffic on University premises or at University sponsored or supervised functions.

16. Conduct that is disorderly, lewd, or indecent; breach of peace; or aiding, abetting, or procuring another person to breach the peace on University premises or at functions sponsored by, or participated in by, the University or members of the academic community. Disorderly Conduct includes but is not limited to: Any unauthorized use of electronic or other devices to make an audio or video record of any person while on University premises without his/her prior knowledge, or without his/her effective consent when such a recording is likely to cause injury or distress. This includes, but is not limited to, surreptitiously taking pictures of another person where there is reasonable expectation of privacy, i.e. residence hall room, locker room, or restroom.

17. Theft or other abuse of computer facilities and resources, including but not limited to:
   a. Unauthorized entry into a file, to use, read, or change the contents, or for any other purpose.
   b. Unauthorized transfer of a file.
   c. Use of another individual’s identification and/or password.
   d. Use of computing facilities and resources to interfere with the work of another student, faculty member or University Official.
   e. Use of computing facilities and resources to send obscene or abusive messages.
   f. Use of computing facilities and resources to interfere with normal operation of the University computing system.
g. Use of computing facilities and resources in violation of copyright laws.

h. Any violation of the University Computer Use Policy.

18. Abuse of the Student Conduct System, including but not limited to:

a. Failure to obey the notice from a Student Conduct Hearing Process or University official to appear for a meeting or hearing as part of the Student Conduct System.

b. Falsification, distortion, or misrepresentation of information before a Student Conduct Hearing Board or Officer.

c. Disruption or interference with the orderly conduct of a Student Conduct proceeding.

d. Attempting to discourage an individual’s proper participating in, or use of, the student conduct system.

e. Attempting to influence the impartiality of a member of a Student Conduct Board prior to, and/or during the course of, the Student Conduct Board proceeding.

f. Harassment (verbal or physical) and/or intimidation of a member of a Student Conduct Board prior to, during, and/or after a student conduct code proceeding.

g. Failure to comply with the sanction(s) imposed under the Student Code.

h. Influencing or attempting to influence another person to commit an abuse of the student conduct code system.

19. Hate crime – defined as any offense against a person, property, group or society based upon actual or perceived race, color, religion, national origin, beliefs, ethnicity, gender, sexual orientation, gender identity, and mental and/or physical disability or age. It may take the form of a threat, a verbal or physical assault, larceny – theft, vandalism or any form of intimidation.
A bias related incident involves the same defined motivation with respect to impact not constituting a criminal offense but nonetheless unacceptable.

20. Any of the following activities on University-owned or controlled property: taking or receiving gambling bets; receiving and or extorting money for gambling debts; distributing gambling material. Placing bets of any kind on University-owned or controlled property or at any University or University organization sponsored or supervised function.

21. Violations of any kind of the University’s Guiding Principles and Pledge.

22. Violation of University policies, rules or regulations as published in the Student Handbook, or other official University publications.

C. Violation of Law and University Discipline

1. University disciplinary proceedings may be instituted against a student charged with conduct that potentially violates both the criminal law and this Student Code (that is, if both possible violations result from the same factual situation) without regard to the pendency of civil or criminal litigation in court or criminal arrest and prosecution. Proceedings under this Student Code may be carried out prior to, simultaneously with, or following civil or criminal proceedings off campus at the discretion of [the person identified in Article I (13)].

Determinations made or sanctions imposed under this Student Code shall not be subject to change because criminal charges arising out of the same facts giving rise to violation of University rules were dismissed, reduced, or resolved in favor of or against the criminal law defendant.

2. When a student is charged by federal, state, or local authorities with a violation of law, the University will not request or agree to special consideration for that
individual because of his or her status as a student. If the alleged offense is also being processed under the Student Code, the University may advise off-campus authorities of the existence of the Student Code and of how such matters are typically handled within the University community. The University will attempt to cooperate with law enforcement and other agencies in the enforcement of criminal law on campus and in the conditions imposed by criminal courts for the rehabilitation of student violators (provided that the conditions do not conflict with campus rules or sanctions). Individual students and other members of the University community, acting in their personal capacities, remain free to interact with governmental representatives as they deem appropriate.

ARTICLE IV: STUDENT CONDUCT CODE PROCEDURES

A. Charges and Student Conduct Board Hearings
1. Any member of the University community may file charges against a student for violations of the Student Code. A charge shall be prepared in writing and directed to the Director of Community Standards. Any charge should be submitted as soon as possible after the event takes place, preferably within two weeks.
2. The Director of Community Standards may conduct an investigation to determine if the charges have merit and/or if they can be disposed of administratively by mutual consent of the parties involved on a basis acceptable to the Student Conduct Administrator. Such disposition shall be final and there shall be no subsequent proceedings. If the charges are not admitted and/or cannot be disposed of by mutual consent, the Director of Community Standards may later serve in the same matter as the Student Conduct Board or a member thereof. If the student admits violating institutional rules, but sanctions are not
agreed to, subsequent process, including a hearing if necessary, shall be limited to determining the appropriate sanction(s).
3. All charges shall be presented to the Accused Student in written form. A time shall be set for a Hearing, not less than five nor more than fifteen calendar days after the student has been notified. Maximum time limits for scheduling of Hearings may be extended at the discretion of the Director of Community Standards.
4. Hearings shall be conducted by a Student Conduct Board/Administrator according to the following guidelines:
   a. Hearings normally shall be conducted in private.
   b. The Complainant, Accused Student and their advisors, if any, shall be allowed to attend the entire portion of the Hearing at which information is received (excluding deliberations). Admission of any other person to the Hearing shall be at the discretion of the Director of Community Standards.
   c. In Hearings involving more than one Accused Student, the Director of Community Standards, in his or her discretion, may permit the Hearings concerning each student to be conducted either separately or jointly.
   d. The Complainant and the Accused Student have the right to be assisted by an advisor they choose, at their own expense. The Complainant and/or the Accused Student is responsible for presenting his or her own information, and therefore, advisors are not permitted to speak or to participate directly in any Hearing. A student should select as an advisor a person whose schedule allows attendance at the scheduled date and time for the Hearing because delays will not normally be allowed due to the scheduling conflicts of an advisor.
   e. The Complainant, the Accused Student and the hearing officer may arrange for witnesses to present pertinent information at the hearing. The University
will try to arrange the attendance of possible witnesses who are members of the University community, if reasonably possible, and who are identified by the Complainant and/or Accused Student at least two weekdays prior to the hearing. Witnesses will provide information to and answer questions from the Hearing Officer. Questions may be suggested by the Accused Student and/or Complainant to be answered by each other or by other witnesses. This will be conducted by the hearing officer with such questions directed to the hearing officer, rather than to the witness directly. This method is used to preserve the educational tone of the hearing and to avoid the creation of an adversarial environment. Questions of whether potential information will be received shall be resolved in the discretion of the hearing officer.

f. Pertinent records, exhibits, and written statements (including Student Impact Statements) may be accepted as information for consideration by the chairperson or the hearing officer.

g. All procedural questions are subject to the final decision of the hearing officer.

h. After the portion of the hearing concludes in which all pertinent information has been received, Officer shall determine whether the Accused Student has violated each section of The Student Code which the student is charged with violating.

i. The hearing officer’s determination shall be made on the basis of whether it is more likely than not that the Accused Student violated The Student Code.

j. Formal rules of process, procedure, and/or technical rules of evidence, such as are applied in criminal or civil court, are not used in Student Code proceedings.

5. If an Accused Student, with notice, does not appear at
Hearing, the information in support of the charges shall be presented and considered even if the Accused Student is not present.

6. The Hearing may accommodate concerns for the personal safety, well-being, and/or fears of confrontation of the Complainant, Accused Student, and/or other witness during the hearing by providing separate facilities, by using a visual screen, and/or by permitting participation by telephone, videophone, closed circuit television, video conferencing, videotape, audio tape, written statement, or other means, where and as determined in the sole judgment of Director of Community Standards to be appropriate.

ORDER OF THE HEARING

The following is an outline of the process of a hearing. Any questions relative to the process should be directed to the Director of Community Standards.

A. Reading of the complaint.
B. Opening statement of the accused student.
C. Presentation of the complainant’s case, including presentation of witnesses.
D. Questions of the complainant by the judicial body or officer.
E. Questions of the complainant when present by the accused presented through the Chair or officer.
F. Presentation of the accused student’s case, including presentation of witnesses.
G. Questions of the accused by the judicial body or officer.
H. Questions of the accused by the complainant when present, presented through the Chair or officer.
I. Closing statement by complainant.
J. Closing statement by accused student.
K. Adjournment. –The decision will generally be communicated the next school day.
B. Sanctions
1. The following sanctions may be imposed upon any student found to have violated the Student Code:
   a. **Warning**—A notice in writing to the student that the student is violating or has violated institutional regulations.
   b. **Probation**—A written reprimand for violation of specified regulations. Probation is for a designated period of time and includes the probability of more severe disciplinary sanctions if the student is found to violate any institutional regulation(s) during the probationary period.
   c. **Loss of Privileges**—Denial of specified privileges for a designated period of time.
   d. **Fines**—Previously established and published fines may be imposed.
   e. **Restitution**—Compensation for loss, damage, or injury. This may take the form of appropriate service and/or monetary or material replacement.
   f. **Discretionary Sanctions**—Work assignments, essays, service to the University, or other related discretionary assignments.
   g. **Residence Hall Suspension**—Separation of the student from the residence halls for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. Students suspended from residence halls shall receive no refund of room or board.
   h. **Residence Hall Eviction**—Permanent separation of the student from the residence halls. Students evicted from residence halls shall receive no refund of room or board.
   i. **University Suspension**—Separation of the student from the University for a definite period of time, after which the student is eligible to return. Conditions for readmission may be specified. Students suspended
from the university shall receive no refund of tuition, room, board or other fees.

j. **University Expulsion**—Permanent separation of the student from the University. Students expelled from the university shall receive no refund of tuition, room, board or other fees.

k. **Revocation of Admission and/or Degree**—Admission to or a degree awarded from the University may be revoked for fraud, misrepresentation, or other violation of University standards in obtaining the degree, or for other serious violations committed by a student prior to graduation.

l. **Withholding Degree**—The University may withhold awarding a degree otherwise earned until the completion of the process set forth in this Student Conduct Code, including the completion of all sanctions imposed, if any.

2. More than one of the sanctions listed above may be imposed for any single violation.

3. (a) Other than University expulsion or revocation or withholding of a degree, student conduct sanctions shall not be made part of the student’s permanent academic record, but shall become part of the student’s conduct record. Upon graduation, the student’s conduct record may be expunged of student conduct actions other than residence hall expulsion, University suspension, University expulsion, or revocation or withholding of a degree, upon application to the Director of Community Standards. Cases involving the imposition of sanctions other than residence hall expulsion, University suspension, University expulsion or revocation or withholding of a degree shall be expunged from the student’s confidential record five years after final disposition of the case.

(b) In situations involving both an Accused Student(s) (or group or organization) and a student(s) claiming to be
the victim of another student’s conduct, the records of the process and of the sanctions imposed, if any, shall be considered to be the education records of both the Accused Student(s) and the student(s) claiming to be the victim because the educational career and chances of success in the academic community of each may be impacted.

4. The following sanctions may be imposed upon groups or organizations:

a. **Those sanctions listed above**: Warning, Probation, Loss of Privileges, Fines and Restitution.

b. **Loss of selected rights and privileges** for a specified period of time.

c. **Deactivation**. Loss of all privileges, including University recognition, for a specified period of time.

C. **Interim Suspension**. In certain circumstances, the Director of Community Standards or a designee, may impose a University or residence hall suspension prior to the Hearing. Students on interim suspension shall receive no refund of tuition, room, board or other fees.

1. Interim suspension may be imposed only: 1) to ensure the safety and well-being of members of the University community or preservation of University property; b) to ensure the student’s own physical or emotional safety and well-being; or c) if the student poses an ongoing threat of disruption of, or interference with, the normal operations of the University.

2. During the interim suspension, a student shall be denied access to the residence halls and/or to the campus (including classes) and/or all other University activities or privileges for which the student might otherwise be eligible, as the Director of Community Standards may determine to be appropriate.

3. The interim suspension does not replace the regular process, which shall proceed on the normal schedule, up to and through a Hearing, if required.

D. **Appeals**
1. A decision reached by Hearing Officer or a sanction imposed by the Director of Community Standards may be appealed by the Accused Student(s) or Complainant(s) to the Vice President of Student Affairs or designee within five (5) school days of the decision. Such appeals shall be in writing and shall be delivered to the Director of Community Standards or his or her designee.

2. Except as required to explain the basis of new information, an appeal shall be limited to a review of Hearing and supporting documents for one or more of the following purposes:
   a. To determine whether the Student Conduct Board Hearing was conducted fairly in light of the charges and information presented, and in conformity with prescribed procedures giving the complaining party a reasonable opportunity to prepare and to present information that the Student Code was violated, and giving the Accused Student a reasonable opportunity to prepare and to present a response to those allegations. Deviations from designated procedures will not be a basis for sustaining a appeal unless significant prejudice results.
   b. To determine whether the decision reached regarding the Accused Student was based on substantial information, that is, whether there were facts in the case that, if believed by the fact finder, were sufficient to establish that a violation of the Student Code occurred.
   c. To determine whether the sanction(s) imposed were appropriate for the violation of the Student Code which the student was found to have committed.
   d. To consider new information, sufficient to alter a decision or other relevant facts not brought out in the original hearing, because such information and/or facts were not known to the person appealing at the time of the original Hearing.
3. If an appeal is granted by the Appellate Body, the Appellate Body has the right to make the following decisions based on the appeal hearing: 1) to accept and enforce the original sanction given to the accused student; 2) to make the original sanction more stringent; 3) to lower or lessen the original sanctions; 4) or order a new hearing for the accused.

The appeals officer shall notify the student in writing of his or her final decision within five class days unless special circumstances make that impossible.

ARTICLE V: INTERPRETATION AND REVISION
A. Any question of interpretation or application of the Student Code shall be referred to the Director of Community Standards or his or her designee for final determination.

RECORDS
Disciplinary records are maintained by the Director of Residence Life, Associate Dean of Students or the Vice President for Student Affairs/Dean of Students. These records are normally maintained for a period of five years from the time of the hearing. While disciplinary records, files and decisions are confidential, information may be shared with other University departments on a need-to-know basis, as determined by the Vice President/Dean of Students.

PARENTAL NOTIFICATION
Parents or legal guardians of dependent students (as defined under Section 99.31 (a)(8) of the Family Educational Rights and Privacy Act of 1974) may be notified of judicial action taken against a student. Parents or legal guardians may be notified of violations of any drug and/or alcohol policy violations. This notification
would not be made in cases where a student can demonstrate financial independence.

**ENFORCED MEDICAL WITHDRAWAL**
The University reserves the right to suspend a student temporarily from the institution for a psychological or medical condition when there is reason to believe they are a risk to themselves or others and/or may disrupt the community. Such action by the Vice President for Student Affairs/Dean of Students will be done with appropriate professional consultation, and normally after consultation with the student involved. These policies and procedures supersede all previous statements and policies with respect to student rights, responsibilities and disciplinary procedures including, but not limited to, the policy statement contained within the undergraduate course catalog. Matters of academic misconduct are handled by the College Committee on Scholastic Standing.

**THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT**
The Family Educational Rights and Privacy Act of 1974 is a Federal law which states (a) that a written institutional policy must be established and (b) that a statement of adopted procedures covering the privacy rights of students be made available. The law provides that the institution will maintain the confidentiality of student education records. Bryant University accords all the rights under the law to its students. No one outside the institution shall have access to nor will the institution disclose any information from the students’ education records without the written consent of students except to personnel within the institution, to officials of other institutions in which students seek to enroll, to persons or organizations providing students financial aid, to accredititing agencies carrying out their accreditation function, to persons in compliance with a judicial order, and to persons in an emergency in order to protect the health or safety of
students or other persons. These exceptions are permitted under the Act and a record of disclosure is maintained. Within the Bryant University community, only those members, individually or collectively, acting in the students’ educational interest are allowed access to student education records. These members include personnel in the Office of Academic Records, Financial Aid, Admission, Bursar, Student Affairs, Public Safety, and Graduate and Undergraduate Programs and academic personnel within the limitations of their need to know.

At its discretion, the institution may provide Directory Information in accordance with the provisions of the Act to include: student name, address, telephone number, email address, date and place of birth, major field of study, dates of attendance, honors, degrees and awards received including dates, the most recent previous educational agency or institution attended by the student, schedule of classes, and weight and height of members of athletic teams. Students may withhold Directory Information by notifying the Academic Records Office in writing within two weeks after the first day of class for each fall term, as non-disclosure requests may only be honored for one academic year at a time.

The law provides students with the right to inspect and review information contained in their educational records, and to submit explanatory statements for inclusion in their files if they feel the decision of the hearing panels to be unacceptable. The Director of Undergraduate Programs at Bryant University has been designated by the institution to coordinate the inspection and review procedures for most student education records. The Vice President for Student Affairs/Dean of Students coordinates the inspection of all disciplinary records. Students wishing to review their education records must make written request to the Director of Undergraduate Programs.
Records covered by the Act will be made available within forty-five days of the request. Students may have made at their request of their records with certain exceptions (e.g., a copy of the academic record for which a financial “hold” exists). Education records do not include records of instructional, administrative, and educational personnel which are the sole possession of the maker and are not accessible or revealed to any individual except a temporary substitute, records of the law enforcement unit, student health records, employment records or alumni records. Health records, however, may be reviewed by physicians of the students’ choosing.

Students may not inspect and review the following as outlined by the Act: financial information submitted by their parents; any records to which they have waived their rights of inspection and review; or education records containing information about more than one student in which case the institution will permit access only to that part of the record which pertains to the inquiring student. The institution is not required to permit students to inspect and review confidential letters and recommendations placed in their files prior to January 1975, provided those letters were collected under established policies of confidentiality and were used for the purpose for which they were collected.

Students who believe that their education records contain information that is inaccurate or misleading, or is otherwise in violation of their privacy or other rights may discuss their problem informally with the Office of Undergraduate Programs. If the decisions are in agreement with the students’ request, the appropriate records will be amended. If not, students will be notified within a reasonable period of their right, under the law, to a hearing. Student request for a formal hearing must be made in writing to the individual designated, who within a reasonable period of time, will inform students of the
date, place, and time of hearing. Students may present evidence relevant to the issues raised and may be assisted or represented at the hearings by one or more persons of their choice, including attorneys, at the students’ expense. The hearing panels which will adjudicate such challenges will be the individuals designate, (e.g., Vice President for Academic Affairs and representative of the Vice President for Student Affairs/Dean of Students, etc.) Decisions of the hearing panels will be final, will be based solely on the evidence presented at the hearing, and will consist of written statements summarizing the evidence and stating the reasons for the decisions, and will be delivered to all parties concerned.

The education records will be corrected or amended in accordance with the decisions of the hearing panels, if the decisions are in favor of the student. If the decisions are unsatisfactory to the students, the students may place within the education records statements commenting on the information in the records, or statements setting forth any reasons for disagreeing with the decisions of the hearing panels. The statement will be placed in the education records, maintained as part of the students’ records, and released whenever the records in question are disclosed. Students who believe that the adjudications of their challenges were unfair, may request in writing assistance from the President of the Institution. Further, students who believe that their rights have been abridged may file complaints with the Family Educational Rights and Privacy Act Office (FERPA), Department of Health and Human Services, Washington, DC 20201, concerning the alleged failures of Bryant University to comply with the Act.

**DIRECTORY OF RECORDS**

Educational records are maintained as follows:
STUDENT GRIEVANCE PROCEDURES

(Grievances may include, among others, sexual harassment or assault and/or discrimination based on race, color, religion, gender, national origin, or disability.)

Any Bryant student or recognized student group may file a grievance in writing to the Vice President for Student Affairs/Dean of Students when it appears that a personal right or guaranteed privilege has been violated by an employee of the University. The Vice President/Dean will decide if the grievance has sufficient merit to pursue using formal or informal procedures.

Formal grievance procedures are heard by an ad hoc committee appointed by the Vice President for Student Affairs/Dean of Students and will mirror the procedures and protections in place for the University Disciplinary Committee with any adaptation of those procedures or protections requiring approval of the Vice President/Dean and notification to all involved parties.

ACADEMIC GRIEVANCE PROCEDURES
Students who have academic grievances are entitled to have their dispute reviewed by a formal and systematic
process. The student must initiate the grievance process by obtaining a form from the Registrar’s Office that outlines the steps to be taken for this review. The deadline for students to initiate an academic grievance is the middle of the next regular semester. For purposes of this policy, “middle of the next regular semester” shall be interpreted to mean the date that mid-semester grades are due.

After a formal grievance has been filed, the student and the faculty member involved will attempt to resolve the dispute. In the event the issue cannot be resolved between the student and professor, the student may subsequently take up the review with the department chair and then the Special Advisor to the Interim Provost. If the issue cannot be resolved by the aforementioned steps, the student may request a hearing with the Undergraduate Student Academic Grievance Committee.

The Undergraduate Student Academic Grievance Committee shall hold hearings on academic grievances asserted by undergraduate students. The Committee shall meet only when the student has not been able to resolve the grievance through the faculty member, the chairperson, and the Special Advisor to the Interim Provost. The Committee shall have the authority to make recommendations for disposition of grievances to the Interim Provost. The Interim Provost shall consider the recommendation, but shall not be bound by the recommendation; and his/her decision on the grievance shall be final. At each stage in the grievance process a written record that summarizes each party’s understanding and disposition is expected.

**APPEALS PROCEDURES FOR STUDENT FINANCIAL ACCOUNTS**
Questions regarding a student’s financial account with the University that are not resolved after discussion with the
Bursar may be appealed to the Associate VP for Business Affairs. The student should submit a written memorandum of his/her complaint to the Associate VP for Business Affairs within three business days after receiving the Bursar’s decision. The Associate VP for Business Affairs will schedule a meeting with the student within five business days after receiving the memorandum. The Associate VP for Business Affairs’ decision may be appealed to the Vice President for Business Affairs and the Vice President for Student Affairs/Dean of Students and must be requested by the student within three business days of the Associate VP for Business Affairs’ decision. Once requested, the hearing will be scheduled within five business days. All decisions made by the Vice Presidents will be final and shared with the student, Bursar and Associate VP for Business Affairs.

**CAMPUS POLICIES AND PROCEDURES**
This section contains general campus policies and procedures which apply to all students. Specific policies for student organizations or residence halls may be found in other sections of the Student Handbook.

**ADVERTISING**
Any publication, poster, advertisement or brochure circulated off campus MUST be cleared through the Office of University Relations.

**ALCOHOL POLICY**
Bryant University is committed to encouraging and facilitating responsible student decision making. The University recognizes that responsible decision making concerning alcohol is especially crucial to the health and safety of students, the campus community, university property, and the educational mission of the institution. Alcohol abuse among students has been shown to have serious negative effects on the abilities of students to
reach their educational goals. While students have the primary responsibility for maintaining their academic progress, and for their overall health, Bryant University must, in all of its programs, services and activities promote and enforce the responsible use of alcohol on its campus and among its community members. To achieve this goal, as well as to monitor and regulate alcohol-related behavior, Bryant has adopted the following policies.

A. SUMMARY OF STATE AND CITY LAWS CONCERNING ALCOHOL

1. Rhode Island law regarding alcoholic beverages states that no alcoholic beverages can be sold, delivered or in any way given to a person under twenty-one (21) years of age. The possession of alcohol is also in violation of this State law. Anyone under the age of twenty-one (21) years who knowingly makes false statements as to his/her age in order to purchase or in any way procure alcoholic beverages shall be subject to appropriate penalties by the State of Rhode Island. This includes the use of falsified or false identification in order to procure alcohol in violation of the law. BRYANT UNIVERSITY IS OBLIGATED TO ABIDE BY AND ENFORCE THIS STATE LAW.

2. Open container: Rhode Island General Laws (#31-27-2) and Smithfield City Ordinance (#3-4) prohibit open containers of alcohol in public areas, including outside, public lounges, hallways, etc.

OUTDOOR GATHERINGS AND ALCOHOL - In accordance with Rhode Island State law and the Smithfield City ordinance prohibiting open containers of alcohol outside, alcohol is not permitted outside, with the exception of licensed permit areas during pre-approved major campus events, as noted in Section I. Campus Policies and Procedures

B. ENFORCEMENT
While it is understood that employees of the Department of Public Safety and the Office of Residence Life encounter violations of these policies more often than others, enforcement of the alcohol policy and other policies contained in the Student Handbook are the responsibility of all members of the Bryant community. Faculty members, administrators, staff members and students may report violations of the alcohol policy to the Department of Public Safety.

Alcohol Citations
Department of Public Safety (DPS) officers are authorized to issue alcohol citations when violations of the campus rules and state and federal laws pertaining to the possession and use of alcohol have been determined to have been violated.

C. ALCOHOL LIMITS
Students who are 21 and over may have in their possession no more than the following amounts of alcohol at any time. These amounts are as follows:
1. 12 pack of beer
2. or 12 Flavored malt beverages/wine coolers
3. or a maximum of 750 milliliters of wine
4. or a maximum of 375 milliliters of distilled spirits.

- Students may only possess one of the categories above at a time. (For example, students may not possess a 12 pack of beer and 750 milliliters of wine at the same time.)
- Grain alcohol or equivalent substances are not permitted.
- Beer and other alcoholic substances must be transported in the designated quantity. Transportation in packaging of quantities larger than designated is not permitted.
- Excessive amounts of alcohol are not permitted.
- The University reserves the right to confiscate all of the alcohol in question if circumstances dictate so.
Confiscated alcohol is disposed of; it will not be returned regardless of age.

D. LOCATIONS IN WHICH ALCOHOL MAY BE CONSUMED

1. Residence Halls
   a.) Students over the age of 21 may consume alcohol in the privacy of their residence hall bedrooms.
   b.) Students may consume alcohol in their suite/TH lounges/common areas only when all residents of the suite/TH are 21 or over.
   c.) Students who are underage may not possess or drink alcoholic beverages.
   d.) No alcoholic beverages are permitted in Residence Halls 14 & 15, or any other designated first-year area.

2. Licensed Facilities
   a.) The only entity permitted to sell alcohol on the Bryant Campus is the Campus Dining Services.
   b.) License holders on the Bryant Campus are responsible for ensuring that alcohol is not available to persons under the age of 21 or to those who appear intoxicated.
   c.) Proper Identification is required to be served alcohol.

E. VIOLATIONS

There are a number of potential violations of the alcohol policy, including, but not limited to;

Under the age of 21:
• Consuming alcohol
• Possessing alcohol
• Purchasing or attempting to purchase alcohol
• Purchasing or attempting to purchase alcohol with false identification transporting alcohol
• being in the presence of alcohol

General violations:
• Common containers are not allowed.
• providing/serving alcohol to minors
• selling alcohol to or purchasing alcohol for a minor
• purchasing and transporting to campus unreasonably high amounts of alcohol
• open containers in public areas or outside
• Significant impairment of functioning due to alcohol
• encouraging or contributing to the intoxication of another person
• drinking games or simulated drinking games, (defined as games that promote the rapid consumption of alcohol. This includes, but is not limited to: beer pong, flip cup, funneling, Quarters or altered board games.)
• Possession or use of alcohol paraphernalia/drinking apparatus
• Large alcohol gathering that exceeds space capacity or involves high risk behavior

F. GUIDELINES:
1. In cases where large groups of students are drinking outside a specific living unit, that living unit will be assumed to have sponsored the gathering. Accordingly, residents of that living unit will be held responsible for an unauthorized gathering and for serving alcohol.

2. Residents of specific living units, e.g., townhouses, suites, etc., will be held responsible for violations of the alcohol policy occurring within their living units or sponsored by them. Students continually in violation of these policies will be evicted from the residence halls. Additionally, they may be suspended from Bryant University. Read your Student Handbook carefully. It notes that students who are evicted from the residence halls or suspended from school will receive no refund of tuition, room or board fees. Bryant University is serious about curbing alcohol abuse and disorderly behavior. Students who continue to violate our alcohol and any other policies face significant disciplinary action.
G. PARENTAL NOTIFICATION
The University has determined that parents of minors will be notified when there is a violation of alcohol and/or drug policy.

H. PUBLIC INTOXICATION:
1st Offense: Minimum sanction of letter of reprimand. Referral to alcohol information session.

2nd Offense: Minimum sanction of probation for one year. Subsequent: Minimum sanction of suspension from Bryant University for one semester, eviction from living units for one semester, or weekend ban from the campus for one semester.

Note: As part of the sanctioning process, students may be referred to a mandatory alcohol information session, as a means of educating them about the effects of alcohol on the body, and on responsible decision making about alcohol.

Enforcement: While it is understood that employees of the Department of Public Safety and the Office of Residence Life encounter violations of these policies more often than others, enforcement of the alcohol policy and other policies contained in the Student Handbook are the responsibility of all members of the Bryant community. Faculty members, administrators, staff members and students may report violations of the alcohol policy to the Department of Public Safety for violations occurring in locations other than the residence halls. The Office of Residence Life should be contacted for violations occurring in the residence halls. Bryant students should also recognize that they are specifically responsible for the behavior of their guests at all times, as noted on page 103 of the Student Handbook.
I. SANCTIONS
The University considers the sanctions listed below to be minimums when adjudicating drug violations. Each incident is reviewed on an individual basis, depending on the severity of the behavior, a student’s past disciplinary record, and the specific incident’s impact on the community, the Hearing Officer may increase the severity of the sanctions issued. Students should expect beyond the minimum listed sanctions, and to be issued additional sanctions from the Section V of the Student Code of Conduct including those categorized below as educational, administrative, or restrictive sanction lists. The Dean of Students or designee may restrict a student with a significant prior conduct history or who has currently active sanctions from participating in Study Abroad or Sophomore International Experience opportunities.

Any drinking that leads to high risk behavior will be subject to additional sanctions. For example: Arrest, Significant impairment of functioning, behavior that is disruptive, destructive, disorderly, against the Bryant Guiding Principles/ Bryant Pledge, and/or any other evidence of problematic use.

MINIMUM SANCTIONS
*In the presence of alcohol:
1st Violation
 • Reprimand
 • Reflective Assignment

2nd Violation
 • Reprimand
 • AlcoholEdu for Sanctions (w/associated program fee)

3rd Violation
• Residence Hall Probation, 1 Semester
• Educational Sanction

_Alcohol Policy Violations_

**1st Violation**
• Reprimand
• Alcohol Education (w/associated program fee)

**2nd Violation**
• Probation (type determined by Hearing Officer)
• Alcohol Education (w/associated program fee)

**3rd Violation**
• Probation (type determined by Hearing Officer)
• Alcohol Education (w/associated program fee)
• Fine
• Restrictive Sanction

_ADDITIONAL SANCTIONS_

_Educational Sanctions_
• Reflective assignment
• Community restitution project or hours
• AlcoholEdu for Sanctions (with $25 program fee)
• BASICS (with $50 program fee)
• Online Drug education ($25 program fee)
• Drug Consultation
• Event attendance with follow-up assignment
• Event planning project
• Educational intervention conversation w/follow-up appointment

_Administrative Sanctions_
• Residence hall probation
• Disciplinary Probation
• Social Probation
• Eviction from Housing
• Housing Reassignment
• Fines/Financial restitution
• Housing Selection Warning

Restrictive Sanctions
• Guest Restriction
• Social Gathering restriction
• Event Attendance restriction/ban
• Mandatory weekend away from campus
• Loss of participation in Housing Selection
• SIE/Study Abroad Restriction

J. ALCOHOL EDUCATION
As part of Bryant University’s comprehensive alcohol education strategy, we offer pre-college alcohol education, programming in the residence halls, on-going alcohol free events, and intervention services. The Bryant Community encourages all of its members to seek professional assistance when they have recognized an alcohol use problem. The Bryant Community can seek assistance from the following offices: Health Services, Residence Life, Counseling Services, Human Resources and Public Safety.

K. CAMPUS EVENTS INVOLVING ALCOHOL
1. Campus events must be registered and approved by the Offices of Residence Life, Office of Campus Engagement, Department of Public Safety, and/or Conference Services.
2. Campus Dining Services will be responsible for securing all applicable alcohol sale permits for major campus events.
3. Consumption of alcohol is permitted only within the limits of a pre-approved area at the event site.
4. Non-alcoholic beverages must be available at the same price or less as the alcoholic beverage(s), and featured as prominently as the alcoholic beverage(s).
5. A reasonable portion of the budget for the event shall be designated for the purchase of food items.
6. No event shall include any form of drinking contest in its activities or promotion.
7. “All you can drink events” at which an unlimited amount of alcohol may be consumed for one fee, or special price promotions are not permitted.
8. Institutionally approved security personnel shall be present at all times during major campus events, as deemed necessary.
9. The sale of hard liquor will be by special permission only.

L. ALCOHOL AND CAMPUS ORGANIZATIONS/DEPARTMENTS/ACTIVITIES
1. Alcohol may not be used at membership recruitment functions by any campus organization, including, but not limited to:
   • student organizations
   • fraternities or sororities
   • departmental clubs
   • special interest groups
   • faculty or staff professional groups, etc.
2. Alcohol may not be served, consumed, or otherwise present at athletic, Intramural or recreational sports events.
3. Individual members of the faculty and staff who entertain undergraduates privately are advised to be certain that alcohol is provided on such occasions under conditions that meet the requirements of the law and campus policy.

M. PROMOTIONS
1. Signs in any area of campus where alcohol is the main focus of the advertising are not permitted.
2. In accordance with Rhode Island State law, the price of alcohol may not be advertised.
3. Alcohol shall not be used as an inducement to participate in a campus event.
4. Promotions shall make no reference to the amount of alcohol available at an event.
5. All promotions must be in accordance with campus guidelines on alcohol use.

**ANIMALS**
Animals are not allowed in any Bryant University building. Any pet on campus must be leashed at all times, in accordance with ordinances of the Town of Smithfield.

**AUTOMOBILES**
See Parking Regulations.

**BALL PLAYING**
Ball playing or Frisbee throwing is not permitted near the Unistructure, Fisher Center, or Residence Halls. Golf is permitted only in the lower maintenance field.

**BIAS INCIDENT COMMITTEE**
Bryant is committed to challenging and stopping acts of discrimination and hate. To this end, the Bias Incident Committee was established to monitor such incidents when they occur, and ensure that they are investigated thoroughly. The committee also makes recommendations for educational programs and standards for action.

If you or any member of the Bryant community are a victim of a bias incident or hate crime, you have several options:
1. Call the 24-hour Bias Incident Hotline at 232-6920.
2. Complete the Bias Incident Report Form available at web.bryant.edu/bias, and put it in interoffice mail to Box 67, or attach the completed form to an email addressed to bias@bryant.edu.
3. Pick up a copy of the form at the Department of Public Safety, the Intercultural Center, Student
Affairs, Residence Life, or Human Resources. Complete the form and return it to Box 67.

4. To report an incident in person, go to the Public Safety Office (lower level of Academic Hall), or contact the Resident Director on duty at x6001. All reports will be investigated by the appropriate offices, and individuals involved will be notified of actions taken.

CABLE TV
The University has provided a cable television jack in every bedroom and lounge area within the residence halls as well as in other locations throughout the campus. Students simply need a cable ready TV and coax cable to plug into the jack. All students receive the same channels and simply need to program their TV to receive all the channels. For more information, please visit our website at www.bryant.edu/~telecom.

CONFISCATIONS
Any object or substance used in the commission of a crime or to violate any provision of the Student Handbook may be confiscated and disposed as deemed appropriate by a university official.

DRUGS
The illegal sale, possession and/or use of controlled substances, e.g., alcohol, marijuana, amphetamines, barbiturates, and other hallucinogens, and prescription medications belonging to another are prohibited on the Bryant campus or at any University sponsored function. Students and student organization leaders are subject to University disciplinary action and referral to local authorities for violation of the University drug policy.

DRUG-FREE CAMPUS POLICY
Bryant University has a “Zero” tolerance policy towards illegal drugs. As an institution of higher education, Bryant University prohibits the unlawful or lawful possession, use, sale or distribution of illegal drugs and alcohol on the Bryant University campus by faculty members, students, staff members, administrators and guests. All members of the campus community are expected to comply with all federal, state and local laws, as well as all applicable policies contained in the Student Handbook, Residence Hall Occupancy and Board Agreement, Faculty Federation Contract, and other documents, when on the campus, or during university-related activities off campus.

Any full- or part-time employee or student found to be in violation of this policy may be subject to applicable legal sanctions under local, state, and federal law for the unlawful possession or distribution of illicit drugs and alcohol, as well as disciplinary action up to and including termination of employment or separation from the university. Students and student organizations are subject to University disciplinary action and referral to local authorities for violation of the University drug policy.

Violations of the Drug Policy
The manufacturing, distribution, sale, possession and/or use of controlled substances, e.g., alcohol, marijuana, amphetamines, barbiturates, other hallucinogens, and misuse of prescription medications are prohibited on the Bryant campus or at any University sponsored function. In addition, possession of drug paraphernalia is prohibited as well as being in the presence of a controlled substance or drug paraphernalia.

Sanctions
The University considers the sanctions listed below to be minimums when adjudicating drug violations. Each incident is reviewed on an individual basis, depending on the severity of the behavior, a student’s past disciplinary
record, and the specific incident’s impact on the community, the Hearing Officer may increase the severity of the sanctions issued. Students should expect beyond the minimum listed sanctions, and to be issued additional sanctions from the Section V of the Student Code of Conduct including those categorized below as educational, administrative, or restrictive sanction lists.

**Parental Notification**
The University has determined that parents of minors will be notified when there is a violation of alcohol and/or drug policy.

**Minimum Sanctions**
*In the presence of Drug Paraphernalia or a Controlled Substance*

1st Violation
- Reprimand
- Educational Sanction

2nd Violation
- Residence Hall Probation – 1 semester
- Educational Sanction

3rd Violation
- Residence Hall Probation – 1 year
- Educational Sanction

*Possession of Drug Paraphernalia*

1st Violation
- Reprimand
- Educational Sanction

2nd Violation
- Fine
- Residence Hall Probation – 1 semester
- Drug Education
3rd Violation
• Fine
• Residence Hall Probation – 1 year
• Drug Consultation
*Items confiscated will be disposed of as deemed appropriate by a university official.

Possession of a Controlled Substance
1st Violation
• Fine
• Residence Hall Probation – 1 semester
• Drug Education
• Warning of Loss of Housing Selection

2nd Violation
• Fine
• Residence Hall Probation – 1 year
• Drug Consultation
• Loss of Housing Selection

3rd Violation
• All sanctions are available to issue as determined by the hearing body, up to and including suspension or expulsion.

Intent or Distribution of a Controlled Substance
• All sanctions are available to issue as determined by the hearing body, up to and including suspension or expulsion.

ADDITIONAL SANCTIONS
Educational Sanctions
• Reflective assignment
• Community restitution project or hours
• AlcoholEdu for Sanctions (with $25 program fee)
• BASICS (with $50 program fee)
• Online Drug education ($25 program fee)
• Drug Consultation
• Event attendance with follow-up assignment
• Event planning project
• Educational intervention conversation w/follow-up appointment

**Administrative Sanctions**
• Residence hall probation
• Disciplinary Probation
• Social Probation
• Eviction from housing
• Housing Reassignment
• Fines/Financial restitution
• Housing Selection Warning

**Restrictive Sanctions**
• Guest Restriction
• Social Gathering restriction
• Event Attendance restriction/ban
• Mandatory weekend away from campus
• Loss of participation in Housing Selection
• SIE/Study Abroad Restriction

**Education, Counseling, and Treatment**
Students who believe they have a problem with alcohol or other drugs may present their concerns to the Office of Counseling Services and/or the Office of Health Services. The professional staff in these offices can provide personal advising or counseling, detailed information on health risks and intervention strategies, or referrals to long-term counseling or other interventions. All contacts with these offices are governed by strict standards of confidentiality.

**DRUG EDUCATION**
Bryant University regularly schedules drug abuse prevention programs in the residence halls and throughout the campus. Members of the Bryant community who believe they have a problem with drug abuse may receive
information on prevention and treatment programs from a variety of offices, including Health Services, Residence Life, Counseling Services, Human Resources and Public Safety.

The Bryant community encourages all of its members to seek professional assistance when recognizing a drug abuse problem.

GAMBLING
Gambling is prohibited at Bryant University, and students are strongly cautioned about the dangers, both psychological and potentially physical, of engaging in any form of gambling. It is considered especially pernicious to place bets with bookies, to take bets, to distribute gambling information and paraphernalia, to bet on credit, and to be a party to any form of extortion, intimidation, or threat. Two specific standards within the Campus Standards of Conduct relate to gambling.

“N”
Any of the following activities on University owned or controlled property or at any University or University organization sponsored or supervised function; taking or receiving money for gambling debts; distributing gambling material.

“U”
Placing bets of any kind on University owned or controlled property or at any University or University organization sponsored or supervised function.

The sanctions available for violating Standard “N,” even for a first offense, range from reprimand through permanent dismissal from the institution. Violating Standard “U” for a first offense could result in sanctions ranging from reprimand through Disciplinary Probation. Subsequent violations of Standard “U” would
result in more severe sanctions, ranging from reprimand through permanent dismissal from the institution.

The criminal penalty for a first offense of bookmaking, (e.g., taking bets, selling pools or like activity) as prohibited in Federal Compliance Guidelines, Chapter 19, Gambling and Lotteries, Pages 103–104, beginning paragraph 3, Statute #11-19-14, Bookmaking, is a fine of up to $500, or imprisonment of up to a year. Penalties for subsequent violations are more severe.

GUEST POLICY
1. No student shall have more than one guest at any time.
2. The behavior of guests is the responsibility of the host student. Host students will be held responsible for inappropriate behavior (vandalism, fights, etc.) committed by their guests. Therefore, students are required to accompany their guests around the campus at all times and to monitor their behavior.
3. Each student has the right to his or her room, however, the further privilege of entertaining guests in a bedroom is a negotiable agreement between roommates.
4. Guests will not be permitted on campus unless cleared by their hosts through the entrance gates. Guests must be called in to the front gate (232-6190) prior to 6:00 pm on the date of their arrival. A copy of the guest pass must also be kept in the guest’s possession at all times. Guests coming on campus after 11:45 pm must have their host come to claim them at the gate.
5. Guest may stay overnight in the residence halls or townhouses for a maximum of two (2) nights within a seven-day period.
6. Resident students who consistently stay/sleep in another resident’s room and/or suite for more than two nights may be subject to disciplinary action.
7. All guests of students shall be at least eighteen years of age, unless accompanied by a parent or certified legal guardian, or with prior approval of the parent or guardian. Students expecting guests under the age of eighteen must request such permission from the Residence Life Office no less than three days before their guest’s scheduled arrival.
8. Violation of guest policy may result in loss of future guest privileges.
9. Alumni who are staying overnight in the residence halls need to be registered as guests.
10. Guests (regardless of age) may not bring any amount of alcohol onto campus at any time.

ADDITIONAL ITEMS WHICH APPLY TO COMMUTING STUDENTS
1. Commuting students are not considered guests and may enter campus at any time with a valid Bryant University ID.
2. Commuters may host guests. The guest policy applies to their guests.
3. Commuters staying overnight in a residence hall must obtain a guest pass through a resident student. In this case, all policies and procedures noted for outside guests shall apply to the commuting student.

PROCEDURE:
1. Guest passes may be obtained by going online to http://DPS.bryant.edu and clicking on Guest Pass.
   a. Students who register a guest take responsibility to: monitor their guest’s behavior and to explain campus policies and procedures. They will be held responsible
for infractions of rules and regulations committed by their guests.

b. Guest passes are generated electronically and printed at the Entry Control Station. Guest must have a photo ID indicating their date of birth to receive the guest pass.

c. Two copies of the guest pass are retained by the guest: one as a parking pass; and one to carry on his or her person. The third copy is retained by the Department of Public Safety.

2. Students expecting guests should be in their rooms at their guest’s estimated time of arrival. Once guests have been cleared at the gate, they will be given directions to meet their hosts. In cases in which students expecting guests plan to be in locations other than their rooms, they should leave that location with Public Safety, who will direct their guests to that alternate location.

3. The Department of Public safety has no obligation to attempt to contact students when an unexpected guest arrives on campus without prior knowledge or notification.

4. Guests involved in inappropriate behavior while on campus are subject to ejection, arrest and/or permanent banning from the campus. Students whose guests engage in such behaviors are subject to disciplinary action.

HARASSMENT

Protection from Harassment—Policy Statement

Bryant University is committed to maintaining a working and learning environment which supports respect for the individual and for academic freedom, where all members of the community can work and learn in an atmosphere that is free from sexual or other types of harassment.

It is the policy of Bryant University that no member of the University community, including faculty, staff, students, volunteers, interns, and third party contractors, may
subject another to sexual or any other type of harassment. Harassment on the basis of race, color, religion, sex, sexual preference or orientation, gender identity or expression, national origin, age, ethnicity, disability, veteran or marital status undermines the basic principles of the Bryant community and will not be tolerated.

Harassment is defined as unwelcome verbal and/or physical conduct directed toward an individual or regarding an individual’s race, color, religion, sex, sexual preference or orientation, gender identity or expression, national origin, age, ethnicity, disability, veteran or marital status that has the purpose or effect of humiliating and/or intimidating an individual or impeding and/or interfering with work performance, academic status, or college life.

In particular, sexual harassment is defined as unwanted sexual advances, requests for sexual favors, and all other verbal or physical conduct of a sexual nature where: submission to such conduct is made either explicitly or implicitly a term or condition of an individual’s employment or academic status; or submission to or rejection of such conduct by an individual is used as the basis for employment or academic decisions affecting such individual; or such conduct has the purpose or effect of unreasonably interfering with an individual’s work or academic performance or creating an intimidating, hostile, or offensive environment in which to work or learn. Please also reference Title IX policy in this handbook.

Bryant University considers harassment a very serious matter. Any person found to be engaging in harassment, including sexual harassment, or who aids and abets or incites such conduct, will be subject to disciplinary action, up to and including termination of employment or expulsion from an educational program of the University. Further, any retaliation against an individual for filing a
complaint or for cooperating in an investigation of such a complaint is similarly prohibited and will not be tolerated.

**Reporting Procedures:**
Bryant University encourages the reporting of all perceived incidents of discrimination, harassment or retaliation, regardless of the offender’s identity or position. To encourage persons to come forward, the University provides several channels of communication, information, and complaint resolution as outlined below.

**Information, Counseling and Advocacy:** Anyone may seek advice, information or counseling on any matter, including matters relating to harassment, without having to lodge a complaint. Names and telephone numbers of these resources are listed under “Information/Counseling Resources.”

**Informal Complaint Process:** Either verbally or in writing, notify the offender firmly and promptly that his or her behavior is unwelcome. While dealing informally with a problem of harassment may resolve the matter more expeditiously and more confidentially, no action can be taken by the University when it is not aware of the harassing conduct. Hence, informal complaint procedures should not be used for severe or habitual cases of harassment.

**Formal Complaint/Reporting Process:** When a formal complaint is received, the University will promptly investigate the allegation in a fair and expeditious manner. The investigation will be conducted in such a way as to maintain confidentiality to the extent practicable under the circumstances. The investigation will include a private interview with the person filing the complaint and with witnesses. The person alleged to have committed harassment would also be interviewed. When the investigation has been completed, the results of that
investigation, to the extent appropriate, will be shared with the person filing the complaint and the person alleged to have committed the conduct. If it is determined that inappropriate conduct has occurred, the University will act promptly to eliminate the offending conduct, and where appropriate, will impose disciplinary action.

**Resource List:**

**Information/Counseling Resources:**
- Counseling Services 232-6045
- Health Services 232-6220
- Student Affairs 232-6046

**Internal Contact List:**
- Vice President for Student Affairs/Dean of Students 232-6046
- Associate Vice President for Human Resources 232-6011
- Vice President for Academic Affairs 232-6060

**HAZING**
No student or group of students shall encourage or participate in any form of hazing. Hazing is defined as any action taken or situation created to produce excessive mental or physical discomfort, embarrassment, harassment or ridicule. Such activities and situations include, but are not restricted to, paddling in any form; creation of excessive fatigue; requiring the consumption of alcohol; physical and psychological shocks; quests, treasure hunts, scavenger hunts, road trips or any other such activities conducted off-campus; wearing in public any apparel which is not normally in good taste; engaging in public stunts or buffoonery; morally degrading games and activities which are not consistent with the law, ritual
or policy of Greek governing bodies, or the regulations and policies of Bryant University.

ID CARD
In addition to being used for identification, your Bryant ID—One Card—is used throughout the campus for admission to Salmanson dining hall, the library and fitness center. It is also encoded with information that allows you to ride RIPTA (Bus line) for free, your meal plan information and Bulldog Bucks balance.

By depositing money into your Bulldog Bucks account, the Bryant ID—One Card—can be used for making purchases at all retail establishments on campus. Bulldog Bucks can be purchased in the Support Services Office, located on the 2nd floor of the Unistructure, or by calling Support Services at (401) 232-6035. Bulldog Bucks can also be purchased online. Contact Support Services for the new website coming in the Fall of 2014.

Students are required to carry their ID card with them at all times on campus and, upon request, must surrender it to a university official, Department of Public Safety officer or management-level person from the dining services staff. Your ID is not transferable under any circumstances.

A replacement can be obtained from the Office of Campus Engagement, in the Fisher Student Center, hours TBD. There is a $25 replacement charge for a new ID.

YOUR BRYANT ID & MEAL PLANS
The Bryant ID—One Card—enables students enrolled in a meal plan to enter Salmanson Dining Hall one time per meal period.
If you should lose your ID, report lost cards to the Office of Campus Engagement so that Bulldog Bucks will not be compromised.

INFORMATION SERVICES
NETWORK ACCEPTABLE USE POLICY
All members of the Bryant University community who use the University computing, information, and communication resources must act responsibly. Every user is responsible for the integrity of these resources under their control. All users of University-owned or University-leased Information Services systems must respect the rights of other users, respect the integrity of the physical facilities and controls, and comply with all licenses and contractual agreements.
http://web.bryant.edu/~commtech/acceptable_use.html

Email
The University’s electronic mail services are University facilities and are intended for use for teaching, learning, research, and administration in support of Bryant University’s mission. Bryant University email services may not be used for personal business or personal gain except as permitted by other University policies.
http://web.bryant.edu/~commtech/acceptable_use.html

Peer-to-Peer File Sharing
The Copyright Law of the United States (Title 17 U.S. Code) governs the making of copies of copyrighted material. UNAUTHORIZED COPYING IS PROHIBITED! The person using this equipment is liable for any infringement and can be prosecuted or held liable for monetary damages.
http://web.bryant.edu/~commtech/acceptable_use.html

Bryant.edu Domain Name
According to the guidelines of the managing body of the top-level .EDU domain space, a registrant of a name in
the .EDU domain may not use the .EDU domain for commercial purposes. The use of the “BRYANT.EDU” in any commercial related transaction is a violation of those guidelines. Any student using the “BRYANT.EDU” in any electronic service (e-mail, web, etc.) for commercial purposes jeopardizes his/her privilege to use those services. http://net.educause.edu/edudomain/

LOGO USE/GRAPHIC STANDARDS
Bryant University has a clearly defined University logo that will be used on all materials that represent the institution to particular audiences. In order to place that logo on materials or a Website, individuals, organizations, or departments must contact University Relations to request permission. There cannot be any alteration of the Bryant University logo.

There are two other accepted logos that fall within the Bryant University graphic standards. Individuals or organizations wishing to use either of these logos must also contact the University Relations Department for prior approval:
• Bryant Bulldogs (athletic logo)
• National Alumni Council Archway logo

The Bryant University seal is only used for formal academic materials. Anyone seeking to use the University seal must contact University Relations to request permission.

PARKING AND TRAFFIC RULES

Enforcement
The Department of Public Safety is the exclusive curator of the Parking and Traffic Rules. Its members are the sole parties authorized to take enforcement action. In the absence of voluntary compliance they can initiate one or a combination of the following enforcement actions:
citations, wheel boots, tows, suspension or loss of parking and/or driving privileges. Monetary fines are assigned to each enforcement action and are the sole responsibility of the registered driver or the person having control of the vehicle.

The Parking and Traffic Rules are posted online at http://DPS.bryant.edu.

It is the responsibility of each person who drives and parks on the Bryant campus to be familiar with the Parking and Traffic Rules and to comply with them.

POND USE
Swimming, ice skating, walking on ice, and throwing persons or objects in the pond is prohibited at all times.

SKATEBOARDS/ROLLER BLADES
Skateboards and roller blades and any other wheeled transportation (i.e. razor scooters) may be used on university sidewalks, but skateboard or roller blade use is strictly prohibited inside any building.

SELLING AND SOLICITATION
Solicitation applies to commercial, charitable, religious and political endeavors. Authorization to sell or solicit for the sale of merchandise in the Unistructure or Housing Units will not ordinarily be given. All parties granted permission to sell or solicit for the sale of merchandise must agree to abide by appropriate federal, state and local regulations. Commercial endeavors are divided into three categories: student ventures, student organization ventures and non-student ventures.

STUDENT VENTURES
Student ventures are defined as projects conducted by students for the purpose of making a profit. Students may sell or solicit for the sale of merchandise on campus only
with the written authorization of the Vice President for Student Affairs/Dean of Students or his/her designee, and only using existing on-campus channels for such distribution. In addition, students may not use their residence hall address (i.e., Bryant University post office box number) as a business address, nor may they use their residence hall telephone as a business telephone. A panel appointed by the VPSA in consultation with other executives will make recommendations on proposals.

**STUDENT ORGANIZATION VENTURES**

Student organization ventures are projects conducted by recognized student organizations for the purpose of making a profit. Student organizations may sell or solicit for the sale of merchandise on campus only with the written approval of the Office of Campus Engagement. Such approval will be given only when it can be shown that the primary beneficiaries of the sale will be the University community and the student organization.

**NON-STUDENT VENTURES**

Non-student ventures include all efforts to sell or solicit for the sale of merchandise by University employees, University affiliates, or commercial vendors.

1. University employees may sell or solicit for the sale of merchandise on campus only as directly related to the purpose and description of their employment.
2. University affiliates may sell or solicit for the sale of merchandise on campus only as provided for in their written terms of affiliation with Bryant University.
3. Commercial vendors may sell or solicit for the sale of merchandise on campus only with the written authorization of an office of Bryant University acting within the scope of its authority.

**CHARITABLE, RELIGIOUS AND POLITICAL SOLICITATIONS**
Charitable, religious and political solicitation on university property is not allowed unless they have received the permission of the Vice President for Student Affairs/Dean of Students or designee. Permission for such solicitation will be granted only to the extent that such activities are consistent in time, place, and manner with the mission and activities of Bryant University.

**SEXUAL ASSAULT AND RAPE**

Bryant University prohibits and will not tolerate rape, acquaintance rape and sexual assault. These acts are against Rhode Island law, which defines:

First Degree Sexual Assault, also known as rape, as forced or coerced penetration of the vagina, anus, or mouth by part of another person’s body or an object as part of a sexual act.

Second Degree Sexual Assault, as any fondling or sexual contact with a person’s genital area, inner thigh, buttocks, or breasts without that person’s consent.

Lack of consent is a major component of sexual assault. This may include physical resistance or verbal refusal, but the law also says that anyone who is asleep or intoxicated is unable to give consent. Persons under 16 years old cannot give consent.

Rhode Island state law defines sexual assault as a criminal offense which is punishable by up to life in prison.

Additional information is available at web.bryant.edu on the Bryant Community Web (scroll down to Emergency Services). This information is also available as a link to the homepages of The Women’s Center, Counseling Services, Health Services, and Public Safety.

**WOMEN ON CALL**
The Women on Call (WOC) program is an on-call support network for female and male students at Bryant. The goal of WOC is to be an on campus resource for students who are victims of sexual assault, domestic violence, or sexual harassment. The WOC group consists of Bryant staff (six women and one man) who have received training in rape crisis intervention, counseling and support.

They are available to help students understand the options they face in the event of a sexual assault and they will remain with a student throughout the entire process of the handling/management of a sexual assault. They are advocates for the students here and will help students with the difficult decision of how to proceed in the event a student feels she/he was sexually assaulted. This includes meeting the student on campus when the incident occurs, accompanying the student to the hospital for a rape exam if the student wishes, explaining the university disciplinary procedures for adjudicating a case on campus, and going with the student to the police IF the student wishes to inform the police.

**How to Contact the WOC**

To get in contact with a Women on Call member, you may call the WOC directly. The 24/7 WOC line is: (401) 258-4209.

**Counseling and Treatment on Campus**—There are several on campus resources to assist students with incidents and/or questions regarding sexual assault. Members of the Bryant community may contact several offices on campus including: Counseling Services 232-6045, Health Services 232-6220, The Women’s Center 232-6855, and Campus Ministries 232-6119.

The personnel in these offices can provide personal advising or counseling, detailed information on health issues and reporting procedures, or referrals to resources
off campus. All contacts with these offices with regard to sexual assault matters are held in the strictest of confidence. The decision to report the sexual assault to the police or other authorities remains solely with the student seeking counsel. These campus offices are open Monday to Friday, 8:30 am to 4:30 pm but are available for assisting students in the event of an emergency. A Resident Assistant can assist you in contacting staff from these offices when the offices are closed.

Off Campus—All of the following resources provide services 24 hours, 7 days a week.

**Day One Resource Center**  
300 Richmond St., Suite 205, Providence, RI  
Tel.# 421-4100

Staff and trained Advocates provide confidential support and information to survivors of sexual assault.

**Women and Infants Hospital of Rhode Island**  
101 Dudley St., Providence, RI  
Tel.# 274-1100

It is important to see a physician as soon as possible after an assault to make certain that you are OK. Treatment for sexually transmitted diseases and pregnancy prevention will be provided if appropriate.

Evidence can be collected up to 72 hours after an assault and preserved for use now or in the future if you decide to report the assault and pursue legal action.

**Rhode Island Hospital**  
593 Eddy St., Providence, RI  
Tel.# 444-4000

Services are available to both men and women.
Reporting
On Campus—Public Safety—Bryant University’s Public Safety officers are available to facilitate a report of sexual assault to the Smithfield Police, support the victim, and protect him or her from further assault. Public Safety/EMT, 232-6001 or 232-6911, open 24 hours, 7 days a week. Associate Dean of Students—A report may be made to the Associate Dean of Students 232-6046, 8:30 am to 4:30 pm, Monday to Friday for pursuit through the University Disciplinary Process, as outlined in this Handbook.

Campus Security Authority-The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) requires the University to identify certain individuals responsible for collecting crime information. Therefore, the following, Campus Security Authorities (CSAs) shall collect crime information, including sexual assault reports, which occur on campus or on University-controlled property; Director of Public Safety, Assistant Directors of Public Safety, all Public Safety officers, Vice President of Student Affairs / Dean of Students, Associate Dean of Students, Director of Residence Life, Director and Assistant Directors of the Office of Campus Engagement, Director of Athletics, Associate Directors of Athletics, Director of Health Services, Director of the Women’s Center.

Exemption for Pastoral and Professional Counselors. The Clery Act exempts both pastoral counselors and professional counselors from reporting crimes brought to their attention as a result of their respective roles within the University.

The Student Affairs Division regularly schedules sexual assault prevention programs in the residence halls and throughout the campus. Bryant University is committed to
creating an atmosphere in which students are safe and respectful of one another.

**Sexual Harassment**
Sexual harassment is defined as unwanted sexual advances, requests for sexual favors, and all other verbal or physical conduct of a sexual nature where submission to such conduct is made, either explicitly or implicitly, a term or condition of an individual’s employment or academic status.

**SMOKING POLICY**
Bryant’s policy, created on January 24, 2001 provides a smoke-free environment within all campus buildings.

1. Smoking is permitted outside of all campus buildings.
2. Smoking is not permitted in any building on campus or in residence halls.
3. Each member of the university community shares the responsibility of advising colleagues, visitors and guests of the smoking policies and urging compliance with them.
4. If it is determined that resident(s) are in violation by smoking in University residence halls, it will result in a $100 fine per person.

**TELEPHONES**
The University provides one voice over internet protocol (VOIP) telephone per suite in all residential locations with the exception of Halls 14 & 15. In Halls 14 & 15 there is one phone per bedroom. This telephone is University owned since it will not work unless it is connected to the University’s Cisco VOIP network. To place long distance calls from this phone, you will need a calling card that provides a toll free access number.

Questions about defective wiring/jacks/phones may be forwarded to (401) 232-6545 or e-mail
jbenck@bryant.edu. For more information on the operation and features of these systems, please visit our website at web.bryant.edu/~telecom.

UNIVERSITY POLICY ON TRIPS
1. Private or commercial trips may not be advertised in University facilities or on bulletin boards without the permission of the Director of the Office of Campus Engagement or the Director of Residence Life. Advertising is prohibited under residence hall doors or on car windshields.
2. Registered student organizations may use University facilities and bulletin boards to advertise trips. However, the University does not imply any sponsorship of such trips by use of its facilities for advertisement purposes only.
3. Student organization trips are registered by the Office of Campus Engagement, Office of Residence Life, Department of Athletics, or other appropriate university office.
4. Students have no authority to contract for trips or travel arrangements on behalf of Bryant University. The Director of the Office of Campus Engagement, Director of Residence Life and Director of Athletics are the ordinary authorized agents of the University in this regard. Trips conducted against this policy by students or student organizations are not considered official university organization travel, and the sponsoring organization may have any or all of its privileges as an organization revoked. Individual students organizing such unauthorized trips may also be subject to disciplinary action.
5. Student organization advisors must notify the Department of Public Safety of buses coming onto campus to pick up students. They must indicate time and location of arrival.

WEAPONS
The possession of firearms, fireworks, ammunition, explosives knives or other dangerous weapons or any instrument used as a weapon is strictly prohibited on campus. Instruments such as pellet guns, paint ball guns, BB guns, projectiles, and other instruments in which the propelling force is spring, air, piston, CO2, or brute force are considered weapons.

Folding knives that have blades that do not exceed 3 inches are permitted except in sponsored events. They will be confiscated. Any knife or instrument with a cutting edge greater than 3 inches will be confiscated without return.

Brandishing weapons such as hand pellet guns and other weapons where a reasonable person may interpret it to be a genuine article may have criminal as well as Code of Conduct implications.

CAMPUS SERVICES

ALUMNI ENGAGEMENT
The Office of Alumni Engagement coordinates programs and activities for the Alumni Association—a network of over 40,000 Bryant graduates internationally. Led by the National Alumni Council, the Alumni Association has regional networks throughout the country.

The Alumni Engagement Office maintains information on alumni and offers a wide range of programs and services including:

• Alumni Connections—a monthly e-newsletter of news and information for alumni
• Class Notes pages of BRYANT magazine
• Annual Homecoming/Reunion in the fall—a celebration for everyone; Campus Services
• Regional Alumni Network programming offers educational, social, athletic and cultural activities;

Campus Services
• Credit card, travel and insurance programs;
• Outreach services including alumni online and print directory, online career center and yellow pages, permanent e-mail, job listing opportunities, career networking linkages, and broadcast e-mails of campus and alumni events.

For more information on these services or to update your mailing information, please call (401) 232-6040; fax (401) 232-6514, e-mail alumni@bryant.edu, or visit our website at www.bryant.edu/alumni.

BANKING
An Automatic Teller Machine is available on the first floor of the Unistructure. There is also an ATM machine located on the first and second floor of the Bryant Center. An ATM machine is also located on the first floor of the Chace Athletic Center.

BOOKSTORE
The Bryant University Bookstore, in the Bryant Center, provides all required textbooks and school supplies. Textbooks are available for sale and on a rental basis. Textbooks are repurchased from students throughout the year. The bookstore also offers imprinted clothing and gifts, health and beauty aids, greeting cards, novelties, general books, magazines, newspapers and some alumni products. Services include class ring orders, personal book orders, and special orders of imprinted merchandise.

For on-line textbook ordering and merchandise, the website is www.bryant.bkstr.com or www.efollett.com. Hours during the school year are Monday to Thursday
8:30 am to 6:30 pm; Friday 8:30 am to 4:00 pm; Saturday 1:00 pm to 3:00 pm Summer Hours, Monday to Thursday 9:00 am to 4:00 pm; Friday 9:00 am to 3:00 pm. For more information call 232-6240.

CAMPUS PUBLICATIONS

Undergraduate Course Catalog
The undergraduate course catalog is distributed to each incoming undergraduate and it is considered a contract with the University. It contains comprehensive information including a description of all undergraduate courses, tuition, housing, financial aid, and an overview of the institution. There is also Information about the Graduate School, the Executive Development Center, and the John H. Chafee Center for International Business. An annual edition of the undergraduate course catalog in the reference section of the University’s library.

The Archway
The student-run newspaper provides coverage of campus events, sports, entertainment features and expressions of student opinion. The Archway is distributed in newsstands throughout the UNIstructure and the Fisher Center. The Archway welcomes submissions and letters to the editor. Submissions can be dropped off at the Archway Office on the third floor of the Fisher Center. The Archway’s full editorial policy can be found in any issue.

The Ledger
The University yearbook provides a pictorial retrospective on the Bryant school year and coverage of graduating seniors, sports, and activities. A copy of The Ledger may be purchased through the Yearbook Office. Remaining yearbooks are sold to the Bryant community.

OFFICE OF UNIVERSITY RELATIONS
The Office of University Relations (UR) is responsible for the strategic positioning of the University to key internal and external audiences, including prospective and current students, alumni, faculty, staff, parents, academic influencers, friends, and media. UR leads the creation and implementation of integrated marketing communication plans to support the University’s mission and strategic goals. These plans advance the institution through publications, media relations, interactive media, the University Website, advertising, and special events.

UNIVERSITY NEWS COVERAGE
It is the policy of Bryant University that all media inquiries and contacts received by employees, faculty, and students in relation to the University, its services, or activities will be referred to the University Relations Department. University Relations also works with students to help promote various activities with the media. The staff also distributes news releases on student achievements and activities to hometown papers. Students should visit the University Relations Office to ensure that individual hometown newspapers are notified. Call the Director of Public Relations at ext. 6391. Changes of home address should be submitted to Academic Records.

OFFICE OF DEVELOPMENT
The Office of Development engages Bryant alumni, parents, friends, corporations, foundations, staff, faculty, and students in philanthropic support of the University’s mission through fundraising and volunteer opportunities. The enthusiasm and generosity of the Bryant community provides vital support for enhancing academic programming and faculty resources, improving campus classrooms and facilities and enriching the student experience. Programs include annual giving, major giving, planned giving, foundation relations, corporate relations, and donor relations. Gifts can be designated to
specific purposes or to the endowment. For more information or to make a gift, please contact the Development staff at (401) 232-6250; toll free at (877) 353-5667 or at www.bryant.edu.

ADVANCEMENT SERVICES
The Advancement Services department provides an information infrastructure and data services in support of the division of University Advancement. Services provided include: focused data integrity; innovative information support services; comprehensive data coordination; multifaceted direct mail services; proactive administrative support; analytical and practical report-writing services; timely and efficient gift processing; proficient prospect identification, analysis and research; coordinated prospect management, including tracking and moves management; thorough budget analysis; inclusive donor records management; and, thoughtful strategic planning.

DINING SERVICES
A wide variety of conveniently located dining services are available to the Bryant community through Campus Dining Services. Hours are subject to change with limited notice at all locations.

Salmanson Dining Hall—Unistructure, 1st floor
Monday through Friday
Continuous service staring at 7:15 am and ending at 9:00 pm

Saturday, Sunday
Brunch 10:00 am - 2:00 pm
Dinner 5 pm – 7 pm

Salmanson meals are served cafeteria style. The facility is open to students who are on the meal plan and to students, faculty, staff and guests who may pay at the entrance.
Accepted methods of payment include cash, Dining Dollars or Bulldog Bucks.

**Einstein Bros. Bagels**—Unistructure, Rotunda

*Academic Year*

- Monday – Thursday: 7:30 am – 8:30 pm
- Friday: 7:30 am – 2:00 pm
- Saturday, Sunday: Closed
- **Summer**: Closed

**Gulski Dining Room** - Unistructure, 2nd floor

*Academic year*

- Monday – Friday: 7:30 am – 2:00 pm
- Saturday, Sunday: Closed
- **Summer**: Closed

**Bulldog Bytes Café**—Bello Library

*Academic year*

- Monday - Friday: 7:30 am – 2:00 pm
- Monday - Thursday: 5:00 pm – 10:00 pm
- Sunday: Open only during final exams, 5 pm – 10 pm
- **Summer**: Closed

Enjoy a hot cup of coffee, assorted breakfast sandwiches, pastry, fresh fruit cups and yogurt parfaits. Bulldog Bytes accepts cash, credit cards, Dining Dollars, and Bulldog Bucks.

**THE FISHER CENTER**

**Nick's Place**—Fisher Center, first floor

*Academic year*

- Sunday to Saturday: 11:00 am – 12:30 am.
- **Meal equivalency will be offered from 9 pm to 12:30 am**

**Winter Session**: January 2, 2015-January 17, 2015

Monday to Friday: 11 am – 6:00 pm
Summer
August 1 of each year through Enrollment Days
11 am – 6 pm

Delicious burgers, chicken, salads and specialty sandwiches prepared fresh with wholesome toppings. They accept cash, Dining Dollars, Bulldog Bucks and credit cards.

**Scoops** - Fisher Student Center, first floor
Academic year
Monday - Friday 11:00 am – 11:00 pm
Saturday, Sunday 4:30 pm – 11:00 pm

**Dunkin Donuts**
Dunkin Donuts is located on the first floor of the Bryant Center. Dunkin Donuts offers a variety of hot and cold beverages, bagels, muffins, donuts and assorted breakfast sandwiches all served throughout the day. Dunkin Donuts accepts cash, gift cards, credit cards and Bulldog Bucks as payment options.

**Subway**
Located on the first floor of the Bryant Center, Subway serves sandwiches, pizza, soup and salads. They accept cash, Bulldog Bucks, gift or credit cards.

**Scoops**
Scoops is located on the first floor of the Bryant Center. Scoops is an ice cream/ convenience store and specialty items to customers. Cash, credit cards and Bulldog Bucks are accepted.

**The Junction**
Serving Ronzio pizza, The Junction is located in Resident Hall 17. Pizza, subs, wings and more are available. Cash, credit cards and Bulldog Bucks are accepted methods of payment.

**MEAL PLANS AND BULLDOG BUCKS USAGE**

All resident students, other than those residing in a townhouse, must participate in a meal plan. Meal plans entitle you to a particular number of meals per week; various amounts of Dining Dollars, which can be used at any Sodexo establishment; and Bulldog Bucks, which can be used like cash at all food and retail establishments on campus.

All changes to your meal plan must be made during the first week of classes each semester.

Additional Bulldog Bucks may be purchased at the Support Services Office, located on the 2nd floor of the Unistructure, or by calling Support Services at (401) 232-6035. Bulldog Bucks can also be purchased online. Contact Support Services for the new website coming in the Fall of 2014.

Bulldog Bucks balances will carry over on students’ accounts until graduation or withdrawal from the University. Remaining balances of $25.00 or more will be applied to the student’s tuition account. Refund checks will be issued by the Bursar’s Office in accordance with their refund policy. A Bulldog Bucks balance of less than $25.00 will not be refunded.

Students who do not participate in a meal plan may also buy Bulldog Bucks via any of the above methods.

**DISABLED STUDENT SERVICES**
Support services are available for students with disabilities who wish to pursue a university degree at Bryant are available. Students with disabilities should contact Judith Farrell, M.S.N., R.N.P. in Health Services to arrange support services: Phone: 232-6220; E-mail: jfarrell@bryant.edu. Individuals with permanent or temporary physical disabilities who wish to obtain Handicapped Parking Passes should contact the Department of Public Safety 232-6001.

LOCKERS
A limited number of lockers are available for rental in the Chace Athletic Center. Please contact Steve Wing at swing@bryant.edu or at 232-6182 for more information.

LOST AND FOUND
The Department of Public Safety (DPS) serves as the lost and found repository at Bryant University. All articles found should be turned into DPS. Claims for lost articles should be made at the DPS office, Monday to Friday, 8:30 am to 4:00 pm. Articles not claimed within a reasonable time may be disposed as determined appropriate.

POST OFFICE
The Bryant University branch of the U.S. Post Office is located on the upper level of the south wing of the Unistructure. Our Post Office performs all the regular services of a United States Post Office, including the processing of daily mail, selling postage, shipping packages and providing postal information.

The window hours are weekdays from 8:30 am to 4:30 pm. On Saturdays during the academic year, the Post Office is open from 11:00 am to 2:00 pm for the pickup of packages, sorting of incoming mail and stamp purchases.
Commuting students who wish to have a campus mailbox should register at the Bryant Post Office.

**Package Pick Up**
Whenever a student receives a package via the Bryant Post Office, they will be notified electronically that they have a package to be picked up. The Post Office will hold that package for 15 business days. During this period, the student will receive two separate notifications asking them to come by and get their package. If the package is not picked up in that time frame, the package will be returned to sender.

Your Bryant ID is required when picking up packages.

**Chain Letters**
Chain letters are illegal and cannot be processed by the Bryant Post Office.

**DEPARTMENT OF PUBLIC SAFETY (DPS)**

The Department of Public Safety is located on the ground floor of the Unistructure and provides 24/7/365 service. Telephone numbers follow:

- **Emergency**
  - Cell: (401) 232-6911
  - Campus Phone: X-6911

- **Business Line**
  - Cell: (401) 232-6001
  - Campus Phone: X-6001

- **Information Line**
  - Cell: (401) 232-6002
  - Campus Phone: X-6002
DPS is a fully staffed professional department having purview over personal security, parking and traffic, Emergency Medical Services (EMS) and fire safety. Questions or concerns should be directed to the particular coordinator for each area. Of particular interest to students is the 24 hour escort service. To request an escort call 232-6001. Escorts may be made on foot, as safety not convenience is paramount. DPS also has several persons qualified to make presentations on a wide variety of crime prevention topics and can be made available upon request.

The Department of Public Safety complies with the federally mandated Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Public Law 101–542) and yearly compiles campus crime statistics. This information is available at DPS upon request and is disseminated annually.

**Emergency Medical Services (EMS)**
The Bryant EMS provides aid in campus medical emergencies. The emergency medical technicians (EMTs) are dispatched through the Department of Public Safety (DPS). In case of an on-campus emergency requiring medical assistance, call 232-6911. Emergency medical services can be obtained through the Department of Public Safety on a 24 hour basis.

**Copies of DPS Reports**
There is a $2.00 charge per sheet for any Department of Public Safety report or document. Copies of reports are released under the guidelines of the Family Educational Rights and Privacy Act of 1974 (P.L. 93-380) as amended (P.L. 93-568), also known as the Buckley Amendment and are protected under the same law. Requests for copies of reports require a 24 hour notice.
VETERANS AFFAIRS
Students receiving educational assistance through the Veterans Administration are assisted in their filing procedures by the Registrar’s Office, which acts as liaison with the V.A. Students receiving such benefits must report regularly to the Registrar’s Office to complete the requirements for continuing to receive benefits.

Notice of Nondiscriminatory Policy as to Students
Bryant University admits students of any race, age, gender, sexual orientation, religion, color, national and ethnic origin to all the rights, privileges, programs, and activities generally afforded or made available to students at the school. It does not discriminate unlawfully on the basis of race, color, religion, age, gender, sexual orientation, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school administered programs. In addition, Bryant University does not discriminate unlawfully against persons with a disability and is in full compliance with the Rehabilitation Act of 1973 as amended and the Americans with Disabilities Act of 1990.

Inquiries/complaints with regard to disabled student issues should be directed to the Director of Health Services, Bryant University, Smithfield, RI 02917-1284, who has been designated by Bryant University to coordinate the institution’s efforts to comply with the Rehabilitation Act and the ADA:

Phone: 232-6220; TDD: 231-2860; E-mail: jfarrell@bryant.edu

Persons may also contact Director, US Department of Education, Office of Civil Rights, Region One, Boston, MA 02109 regarding the University’s compliance with regulations.
**Title IX Policy:**
It is the policy of Bryant University not to discriminate unlawfully on the basis of gender in its educational programs, activities, or employment policies as required by Title IX of the 1972 Education Amendments. A copy of our full grievance procedure and forms can be located at [http://www.bryantbulldogs.com/information/compliance/index](http://www.bryantbulldogs.com/information/compliance/index)

**DIRECTORY**

**BANKING**
Citizens Bank.................................................(800) 922-9999
Bank of America ..............................................(800) 841-4000
Bank Rhode Island.................................(866) 422-6574
Santander Bank ..................................................(877)768-2265
Navigant Credit Union ........................................(401) 233-4300

**EMERGENCIES**
Dept of Public Safety Business Line..........(401) 232-6001
Medical, Fire, Accident (on-campus)...............6911
Out of State Information..................1 (area code) 555-1212

**LIBRARIES**
Douglas and Judith Krupp Library (Bryant University).....(401) 232-6125
Greenville Public Library......................... (401) 949-3630
Providence Public Library............................... (401) 455-8000
Lincoln Public Library...................................(401) 333-2422

**LIVE THEATER**
Providence Performing Arts Center ..........(401) 421-2787
Trinity Repertory Company.................. (401) 351-4242

**MEDICAL FACILITIES**
Rhode Island Hospital.............................. (401) 444-4000
Bryant University Academic Calendar 2014-2015

All Undergraduate Programs and Graduate Arts and Sciences

FALL SEMESTER – 2014

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<th>Residence Halls Open:</th>
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<td>Returning Students</td>
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<td><strong>Evening Examination Period</strong></td>
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## WINTER SESSION – 2015

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<tr>
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</tr>
<tr>
<td><em>Classes will meet Saturday, January 3,10, 17</em></td>
<td></td>
</tr>
</tbody>
</table>

## SPRING SEMESTER – 2015

### Residence Halls Open:

<table>
<thead>
<tr>
<th>Freshmen</th>
<th>Sunday, January 18</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bryant IDEA – Freshmen Only</td>
<td>Monday, January 19 – Wednesday, January 21</td>
</tr>
</tbody>
</table>

### Residence Halls Open:

<table>
<thead>
<tr>
<th>Sophomore, Junior and Senior</th>
<th>Tuesday, January 20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orientation (New Students)</td>
<td>Wednesday, January 21</td>
</tr>
</tbody>
</table>

### Classes Begin:

| All Undergraduate Programs and Graduate Arts and Sciences Day and Evening | Thursday, January 22 |

### Add Period Ends

| Thursday, January 29 |

### Drop Period Ends

| Thursday, February 5 |

### Freshmen Mid Term Grades Due

<p>| Wednesday, March 4 |</p>
<table>
<thead>
<tr>
<th>Event</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last Day for “W” Grade</td>
<td>Friday, April 3</td>
</tr>
<tr>
<td>Research and Engagement (REDay)(No day Classes Meeting)</td>
<td>Wednesday, April 22</td>
</tr>
<tr>
<td>Day Classes End</td>
<td>Friday, May 1</td>
</tr>
<tr>
<td>Evening Classes End</td>
<td>Monday, May 4</td>
</tr>
<tr>
<td>Day Examination Period</td>
<td>Monday, May 4 through Tuesday, May 12</td>
</tr>
<tr>
<td>Evening Examination Period</td>
<td>Tuesday, May 5 through Monday, May 11</td>
</tr>
<tr>
<td>Semester Ends</td>
<td>Tuesday, May 12</td>
</tr>
<tr>
<td>Graduate Commencement</td>
<td>Thursday, May 14</td>
</tr>
<tr>
<td>Undergraduate Commencement</td>
<td>Saturday, May 16</td>
</tr>
<tr>
<td>HOLIDAYS:</td>
<td></td>
</tr>
<tr>
<td>President’s Day</td>
<td>Monday, February 16</td>
</tr>
<tr>
<td>Spring Break</td>
<td>Monday, March 9 through Sunday, March 15</td>
</tr>
</tbody>
</table>

**SUMMER SESSION – 2015**

<table>
<thead>
<tr>
<th>Classes Begin (Day and</th>
<th>Wednesday, May 20</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evening)</td>
<td></td>
</tr>
<tr>
<td>------------------------------------------------------</td>
<td></td>
</tr>
<tr>
<td><strong>Day Classes End</strong></td>
<td></td>
</tr>
<tr>
<td>Wednesday, June 24</td>
<td></td>
</tr>
<tr>
<td><strong>Evening Classes End:</strong></td>
<td></td>
</tr>
<tr>
<td>Monday/Wednesday</td>
<td></td>
</tr>
<tr>
<td>Monday, July 13</td>
<td></td>
</tr>
<tr>
<td>Tuesday/Thursday</td>
<td></td>
</tr>
<tr>
<td>Thursday, July 9</td>
<td></td>
</tr>
<tr>
<td><strong>HOLIDAYS:</strong></td>
<td></td>
</tr>
<tr>
<td>Memorial Day</td>
<td></td>
</tr>
<tr>
<td>Monday, May 25</td>
<td></td>
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</tbody>
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