The California State University, Fullerton
Student Handbook and Planner 2016 - 2017

The Student Handbook and Planner is intended to provide information about the University and serve as a resource during your educational journey at Cal State Fullerton. Included are relevant university policies and procedures and information on how to participate in campus life. While policies are accurate at the time of publication, normal university policy-making procedures allow for changes to be made at any time. Other sources of official university policy which may be useful include the current Policy Manual, each semester’s Registration Guide and the University Catalog. Each student is expected to be familiar with and abide by the expectations and regulations in these publications while enrolled at California State University, Fullerton. This handbook is a guide and does not replace the University Catalog which is the official document that contains university policies and procedures. Warning, information was compiled in the spring of 2016 and is subject to change. Please check online for the current version of all university policies and procedures.

Any suggestions for additional information to future handbooks are welcomed. Suggestions may be submitted in writing to the Office of the Vice President for Student Affairs, Langsdorf Hall 805. Suggestions or concerns about campus policies and procedures may be directed to the Office of the Vice President for Student Affairs or to the Dean of Students Office, Titan Student Union 243.

The California State University, Fullerton Student Handbook and Planner is a publication of the Division of Student Affairs.

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CONTENTS

Mission and Goals...........................................3
President’s Message ...........................................4
Vice President’s Message .....................................5
University Resources & Student Services .....................6
Academic Advisement Center ..................................6
Academic Programs ............................................6
Admissions .....................................................8
Admissions and Records
Service Center ...............................................9
Adult Reentry Center ......................................12
Alumni Association ..........................................12
Assistant Deans for Student Affairs .........................13
Associated Students, CSUF, Inc. (ASI) .....................13
Athletics .....................................................15
Career Center ...............................................15
Center for Internships & Community Engagement ...........16
Center for Scholars .........................................17
CSU Fullerton Auxiliary Services Corporation
(Campus Dining Services) ....................................17
Dean of Students Office .....................................18
Diversity Initiatives & Resource Centers (DIRC) ..........19
Financial Aid ...............................................19
First Year Experience ......................................19
Housing and Residence Life ................................20
Information Technology .....................................21
International Programs & Global Engagement ..........22
Intersession, Summer Session and Open University Extended Education ....................................22
Irvine Campus .............................................23
Pollak Library ..............................................24
Packing and Transportation Services .....................25
Student Academic Services ................................27
Student Conduct ...........................................28
Student Life & Leadership ................................29
Student Wellness ..........................................31
TitanCard ..................................................33
Titan Recreation ............................................33
Titan Shops ..................................................34
Titan Student Union (TSU) ................................35
University Honors Program ................................36
University Outreach and New Student Programs ............36
University Police ..............................................37
Veterans Resource Center ................................37
WoMen’s Center ............................................38
Campus Policies & Procedures Related to Student Life ....39
Student Privacy and Education Records ..................45
FERPA ......................................................45
A Commitment to Civility at CSUF .........................46
University Student Conduct ................................47
Dean of Students Office – Student Conduct Procedures ..56
Policy on the Use of Alcoholic Beverages by Students and by Student Organizations ...57
Policy Regarding the Use of Drugs by Students ............58
Drug-Free Schools Information ................................59
Hazing Policy ..............................................61
Systemwide Policy Prohibiting Discrimination, Harassment and Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking Against Students and Systemwide Procedure for Addressing Such Complaints by Students ........................................63
University Policy Regarding Performances, Rallies, or Similar Public Events on Campus ................................74
Preparing for an Emergency ................................75
Discrimination / Harassment / Title IX Complaints ........75
Campus Directory .........................................76
Titan Shops Hours ...........................................78
Academic Calendar .........................................82
Map to the Irvine Campus ..................................240
Map to the Garden Grove Campus ........................240
MISSION AND GOALS

Mission Statement
Learning is preeminent at California State University, Fullerton. We aspire to combine the best qualities of teaching and research universities where actively engaged students, faculty and staff work in close collaboration to expand knowledge.

Our affordable undergraduate and graduate programs provide students the best of current practice, theory, and research and integrate professional studies with preparation in the arts and sciences. Through experiences in and out of the classroom, students develop the habit of intellectual inquiry, prepare for challenging professions, strengthen relationships to their communities and contribute productively to society.

We are a comprehensive, regional university with a global outlook, located in Orange County, a technologically rich and culturally vibrant area of metropolitan Los Angeles. Our expertise and diversity serve as a distinctive resource and catalyst for partnerships with public and private organizations. We strive to be a center of activity essential to the intellectual, cultural, and economic development of our region.

Goals
♦ To ensure the preeminence of learning.
♦ To provide high quality programs that meet the evolving needs of our students, community, and region.
♦ To enhance scholarly and creative activity.
♦ To make collaboration integral to our activities.
♦ To create an environment where all students have the opportunity to succeed.
♦ To increase external support for university programs and priorities.
♦ To expand connections and partnerships with our region.
♦ To strengthen institutional effectiveness, collegial governance and our sense of community.
PRESIDENT’S MESSAGE

Dear Students,

On behalf of the faculty and staff of California State University, Fullerton, I am thrilled to welcome you to campus!

Cal State Fullerton is a transformative institution known for its inclusivity, collaboration, and diversity not just of enrollment, but of thought and scholarship. While this unique environment is anchored by nationally recognized academic programs and distinguished faculty, it also hinges on students like you — ambitious new Titans eager to engage in the many co-curricular opportunities the university has to offer, including undergraduate research, internships, service-learning, and more.

I applaud all you have already done to exhibit these aspirational qualities, as evidenced by your application, acceptance, and enrollment at Cal State Fullerton. I also encourage you to continue on the path of academic growth, get involved in campus life, and never lose sight of your ultimate goal during your time here: graduation! To that end, this Student Handbook provides new and returning students with important information on what the University offers, including descriptions of many of the services and activities available. Please be sure to review the student responsibilities section that begins on page 38.

Over the coming months, I hope to see you on campus, and encourage you to approach me and introduce yourself. As we say here at Cal State Fullerton, “Titans reach higher,” and working together, I am confident the 2016-2017 academic year will see you reaching far beyond what you ever thought possible. After all, you are our future alumni and the foundation upon which the next generation of Titans will stand. Thank you and best of luck this academic year!

Sincerely,

Mildred García, Ed.D.
President
California State University, Fullerton
Greetings!

Congratulations on your decision to attend Cal State Fullerton! You have chosen an outstanding university, and I welcome you to the campus community.

Cal State Fullerton offers an exceptional educational and co-curricular experience with numerous opportunities for campus involvement. As Vice President for Student Affairs, I have been so impressed by the support demonstrated for one another by members of the Titan Family. I want you to know that the Division of Student Affairs is here to assist you in your pursuit of a degree and support you in the co-curricular with anything from financial aid, getting involved with clubs and organizations, to finding cultural resource centers.

I encourage you to take an active role in your education, both in the classroom and beyond. You can participate in a variety of activities that include: student government through Associated Students, Inc., collaborative research projects with your professors, on-campus clubs and organizations that develop leadership skills, attend sporting events, and/or participate in community service and volunteerism, which promote involved, caring citizens.

This Student Handbook provides important information to help ensure your success. As your guide to the University, please use it to familiarize yourself with the campus and student services, as well as University policies and resources, which are available to assist you throughout your college experience. University staff and faculty members are dedicated to helping you succeed, and I encourage you to take full advantage of the resources available to you.

Please do not hesitate to contact my office or one of the many other Student Affairs services and programs if you need assistance. I wish you success in your educational and personal endeavors at Cal State Fullerton.

Sincerely,

Dr. Berenecca J. Eanes
Vice President for Student Affairs
California State University, Fullerton
UNIVERSITY RESOURCES & STUDENT SERVICES

ACADEMIC ADVISEMENT CENTER – Partnering For Success!
(657) 278-3606, University Hall 123B
Monday - Thursday, 8:00 am - 5:00 pm; Friday, 8:00 am - 12:00 pm

Academic advisement is available on a walk-in basis only. You MUST bring a current copy of your Titan Degree Audit (TDA) to receive advising.

The team of advisors supports all undergraduate scholars with:
♦ The General Education curriculum and graduation requirements
♦ Interpreting and utilizing the Titan Degree Audit (TDA) to create an academic plan for success
♦ The Major Exploration Program for Undeclared students
♦ Developing solutions to regain academic success for students on probation or disqualification
♦ The Finish in Four Scholars Program for students dedicated to participating in regular academic advisement opportunities
♦ Understanding articulation agreements with community colleges to help ensure transfer credit is appropriately applied

Please visit our website for more information and a complete list of all approved General Education courses: www.fullerton.edu/aac.

ACADEMIC PROGRAMS
(657) 278-3602, McCarthy Hall 133
www.fullerton.edu/academicprograms

The Office of Academic Programs oversees curricular development, academic quality, and student success at Cal State Fullerton, which offers 109 degree programs: 55 bachelor’s degrees, and 54 graduate degrees, including an Ed.D. and a doctor of nursing practice (DNP). Academic Programs is comprised of eight units:

♦ Academic Advisement Center: See information in section above.
♦ Assessment & Educational Effectiveness: Provides leadership for campus-wide assessment, which focuses on improving student learning. (fullerton.edu/assessment)
♦ First Year Experience: See page 19 for program information.
♦ Office of Graduate Studies (OGS): Offers several programs to assist graduate student academic success, including grad checks, and oversees several scholarship and fellowship programs. (fullerton.edu/graduate)
♦ Health Professions Advising: Assists in preparing students interested in the medical fields to become competitive applicants for medical schools. (fullerton.edu/healthprofessions)
♦ University Honors Program: See page 36 for program information.
♦ Undergraduate Studies & General Education: Works with the faculty to develop and refine courses and academic programs that ensure students develop broad-based knowledge to succeed not only in the classroom, but also in their professional careers. (fullerton.edu/undergraduate)
♦ Writing Across the Disciplines: Oversees the development, management, and supervision of writing at the upper division and undergraduate level; and coordinates the development of writing for graduate and professional programs with departments at CSUF.

To ensure timely progress in completing degree requirements, all students who have declared a major are expected to see a major academic adviser on a regular basis. In addition, a Student Success Team is housed in each college, as well as in the Office of Graduate Studies and the Irvine campus. They are exclusively dedicated to providing a wide range of services that are
designed to increase retention and graduation rates, narrow the achievement gap, and ensure students meet their goal of timely graduation. Student Success Team information can be found at Student Success Central: fullerton.edu/ssc/success_programs/student_success_teams.php. Students are encouraged to visit their Success Teams in their colleges. For questions on General Education, see: www.fullerton.edu/undergraduate/generaledu/

Additional academic requirements, regulations and procedures are outlined in the University Catalog (fullerton.edu/catalog) and the Registration Guide, which is located on all students’ CSUF portals.

Other relevant websites and links include:
- A listing of academic requirements, undergraduate degrees, graduate degrees, credentials, minors, and course descriptions: catalog.fullerton.edu
- For questions on General Education, see: fullerton.edu/undergraduate/generaledu
- Admission and enrollment data; average class size; degrees awarded; student/faculty ratios: fullerton.edu/analyticalstudies
- Accreditation agencies and professional associations that review, approve, or license the institution and its academic programs: http://www.fullerton.edu/accreditation/
ADMISSIONS
(657) 278-2371, Langsdorf Hall First Floor

Transfer Students
If you have credits for college work completed before being admitted to Cal State Fullerton, you will usually receive an email requiring you to check your TITAN Degree Audit Reports (TDA). This will come separate from your admission notice if all your preliminary official college transcripts have been received. If your admission email letter indicates that you need to send your transcripts in order to receive a course evaluation, please forward these transcripts immediately. After all of your transcripts are received, you will receive an email to check your TDA. Questions about your evaluation can be directed to the evaluations unit. In most cases, the Academic Advisement Center can explain and interpret the evaluation for you. A maximum of 70 units from community colleges and 90 units from a combination of community colleges and 4-year colleges and universities can be applied toward your bachelor’s degree at Cal State Fullerton.

Units and Hours
One semester unit of credit traditionally requires one hour of in-class time and two hours of out-of-class time per week. Laboratory and other activity type classes require two or three hours of class time per unit of credit. For example, a twelve unit class load normally requires an average time commitment of 36 hours per week (12 hours per week in class and 24 hours or more outside of class). A 15 unit load will require 45 hours per week. The point is that even a 12 unit load is the equivalent of a full time job devoted to your university studies. If you also work 20-40 hours per week at another job, you should realize that you may be working the equivalent of nearly two full-time jobs. A student who takes fifteen units per semester for 8 semesters could graduate in the traditional four years, if the student is pursuing a 120 unit bachelor of arts program. (The national average is now 5.5 years to receive a bachelor’s degree). Some baccalaureate programs require more than 120 units (refer to the University Catalog). Athletes, international students, students on financial aid and other groups of students are required to be enrolled in 12 units or more to be considered “full-time”. Certification of full time enrollment for undergraduate students requires 12 or more units per semester. The definition for graduate students of full time enrollment differs depending on the program and/or the level of courses taken. See the University Catalog for additional information.

Remedial/Lower Division/Upper Division
On this campus, courses numbered below 100 are remedial, developmental or pre-college in content. No credit is awarded toward a degree or a credential for these courses. Courses numbered in the 100 and 200 series are considered freshmen and sophomore level and are designated lower division. Upper division courses are at the junior and senior level and have 300 and 400 series numbers. Graduate courses have 500 numbers and may only be taken by undergraduate seniors with special permission. Courses with 600 numbers are only available to doctoral students. You may take any course for which you meet the prerequisites (see the University Catalog), but a student with frosh standing should only take upper division courses after consulting an advisor. All classes taken at a community college are, by definition, considered lower division.

Electives
There are elective courses within the major and totally free electives. Within your major, you will often have a choice of courses from a broad list to meet certain major requirements. Your choices often require advisor approval. Depending on your major, the completion of all major requirements and all GE requirements may still leave you short of the 120 unit minimum to
graduate. In this case, you can take elective courses, which can be additional courses related to your major or any other courses to fulfill personal or professional interests.

**MQE (Mathematics Qualifying Examination)**

In addition to either being exempt from or having passed the ELM, all students planning to enroll in Mathematics 130, Short Course in Calculus; Mathematics 135, Business Calculus; Mathematics 150A, Analytic Geometry and Calculus must take the Mathematics Qualifying Exam (MQE) or have a department-approved exemption. No student will be enrolled in these mathematics courses unless he or she has already passed the MQE or is exempt. See the Registration Guide for more details.

**Other Qualifying or Placement Examinations**

The Registration Guide also lists dates and procedures for examinations for other departments. The CSET and MSAT are examinations of concern to prospective teachers. The Credential Preparation Center (CP-740) should be contacted for information.

**General Education**

As explained earlier in this guide, your degree from Cal State Fullerton is made up of three parts: course and other requirements in your major, your general education requirements, and free electives. Because major requirements differ widely from department to department, you should consult your department advisor for this kind of information. GE requirements, however, are the same for all students (except for Engineering Majors) and this section will provide some important information useful for all students.

**Sequence of GE versus Major Courses**

GE requirements are not something to “get out of the way” in your first two years here or at a community college. For many majors it does make sense to concentrate on GE first and take only a few courses in the major in the first two years. GE provides breadth to your education and may result in you changing your major to a field different than your original intention. Doing most of your GE first is certainly good advice for low unit and undeclared majors. However, it is very bad advice if your major has many required courses which must be taken in a rigid sequence, e.g., majors in the Colleges of Business and Economics, Natural Sciences and Mathematics, and Engineering and Computer Science. In these cases, you should work with an advisor to blend important introductory courses in the major with GE courses right from the first semester.

**Taking GE Requirements at a Community College**

If you entered Cal State Fullerton as a transfer student, the information in the section on “Transfer Students” explains the process of evaluating the GE requirements you may have already met with your community college courses. You may take community college courses to meet GE (and even some major) requirements after you have enrolled at Cal State Fullerton. However, you must verify that the community college course you wish to take is considered the equivalent of a Cal State Fullerton course that meets the requirement you are attempting to fulfill. The Academic Advisement Center has information about GE course equivalencies between Cal State Fullerton and most of its neighboring community colleges. Some courses that meet GE requirements for certified transfer students cannot be taken and used to fulfill the same requirement by a student who begins his/her enrollment at Cal State Fullerton.

**Upper Division and Residence GE Requirements**

It is impossible to complete all GE requirements with community college courses because of the need to complete nine units of upper division GE and nine units in residence. If the nine units of GE taken on this campus (residence units) are upper division classes, then those nine units meet both requirements (See the Registration Guide).

**ADMISSIONS AND RECORDS SERVICE CENTER**

**(657) 278-2300, Langsdorf Hall 114**

The Admissions and Records Office (A&R) is the administrative center for your education at California State University, Fullerton. The purposes of A&R include assistance to applicants
and students, as well as the implementation and enforcement of academic policy. When you read the Registration Guide, register for classes, add or drop a class, change a grade option, apply for graduation, or request a transcript, you’re dealing with A&R. A&R keeps a record of your academic activity at Cal State Fullerton. It’s up to you to know academic policies and procedures so that you can keep your record straight. Student responsibility is outlined in a section of the University Catalog: it is recommended reading.

**Transcripts**

A transcript is the official record of your academic achievements and includes classes taken, units earned and grades received. The number of transfer units accepted by Cal State Fullerton are also part of this record.

When you need your Cal State Fullerton transcript, official copies can be requested from A&R by filling out a Transcript Request form and paying a $4 fee. Additional transcripts ordered at the same time cost $2. Please allow a minimum of five working days for processing your transcript request. Processing may require additional time during busy periods at the end of each term. You may view and print an unofficial copy of your transcript on Titan Online. You will need your user name and password to access the new Titan Online. Electronic requests for your transcripts may be submitted through the National Student Clearinghouse website which includes the option of ordering electronic delivery.

**Graduation Check**

Undergraduate students should file an application for a graduation requirements check one year in advance of their anticipated graduation date. In addition, they must have senior standing in order to receive a graduation check (85 units or more completed and a declared major). Application forms are available on the student portal under “Student Center”. For exact filing dates and deadlines, consult the current Registration Guide.

**Stop-Out Policy**

With certain exceptions, undergraduate students and postbaccalaureate unclassified students may be absent for one semester and maintain their continuing student status. The exceptions are as follows:

♦ Disqualified students - Students who are disqualified at the end of a semester and have not been reinstated will not receive a registration appointment; they must apply for readmission, and if admitted, may be subject to new curriculum requirements.

♦ Foreign-visa students - Students with foreign visas are required to maintain continuous enrollment. The stop-out policy is not applicable.

Students absent for more than one semester must apply for readmission should they wish to return to Cal State Fullerton.

**Leave of Absence**

**Undergraduates and Postbaccalaureate Unclassified Students**

A leave of absence may be granted based on certain documented extenuating circumstances (e.g. illness or disability, active duty in the armed forces of the U.S.) and normally is granted for not more than one year. A “leave of absence” request must be accompanied by supportive documentation. Undergraduate and postbaccalaureate unclassified students qualify for a leave if they have completed at least one semester in residence at Cal State Fullerton and are in good academic standing. Such an approved leave of absence authorizes the student to return without reapplying to the University and continue under the University Catalog requirements prior to the absence. Undergraduate and postbaccalaureate unclassified students on approved leaves of one year (two academic semesters) or less are eligible to register for the semester immediately following the end of the leave and will be assigned a registration appointment automatically.

**Graduates and Credential Students**

Graduate degree or credential students may be granted leaves of absence up to two consecutive semesters which maintains their place in the University and in the degree or credential programs. All leave of absence requests must be accompanied by supportive documentation. Grounds for requesting a leave include: (1) illness or disability or similar personal circumstances including
pregnancy; (2) activities which enhance a student’s professional career objectives; (3) active
duty in the armed forces; and (4) other reasons at the discretion of the Director of Graduate
Studies.
A leave of absence is not automatic and must be requested by completing a “Request for
Leave of Absence” form which is available at the Admissions and Records Service Center,
LH-114. Notification regarding the requested leave will be forwarded in writing to the
student. Further information about a leave of absence may be obtained by contacting the
Admissions and Records Service Center.

Open University Enrollment
Individuals not normally admitted to the University may register through the Office of
Extended Education as extension students for regular classes by securing the approval of the
instructor and the academic department. Open University students must pay extension fees,
meet all course prerequisites and observe extension regulations for change of program. Open
University students are required to contact the UEE academic advisor in UH-123 prior to
registering. Refer to the Registration Guide or contact the Office of Extended Education for
further information.

Class Levels
<table>
<thead>
<tr>
<th>Level</th>
<th>Completed Units</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>0-29</td>
</tr>
<tr>
<td>Sophomore</td>
<td>30-59</td>
</tr>
<tr>
<td>Junior</td>
<td>60-89</td>
</tr>
<tr>
<td>Senior</td>
<td>90 or more</td>
</tr>
</tbody>
</table>

Veterans Certification
Veterans may obtain information concerning application benefits, registration and
adjustments in status from the Veterans Certification Office in UH 230. Call (657) 278-8660
for the hours a Veterans Certification Officer is available. New, returning and transfer student
veterans should consult the Veterans Certification Office to complete the necessary
documents to receive VA benefits.

Titan Online
Students may access a great deal of general university information or specific information
about their individual records via Titan Online and the Student Center which are both parts
of the Student Portal. Presently, information about class schedules, the university directory,
admissions, grades, and financial aid are available.

TITAN Registration
Registration appointment information is available via Titan Online prior to each registration
period.

Adding Classes
The procedures for adding classes are explained in the Registration Guide. Registration
related deadlines are on the inside front cover. Note that the procedures change after classes
have begun and that special rules apply depending on the specific college or campus. It is
increasingly more difficult to add classes as the term progresses. You need to register as early
as possible for all your classes. The later you wait to register, the more reduced is your
probability of requesting the courses you want or need.

Petitioning Classes
If a class you need is closed, you may be offered an option to “waitlist” the class. Additional
information regarding the waitlist process is available in the Registration Guide. If the course
does not have a waitlist option or the waitlist process has ended, check the current
Registration Guide for the procedures to petition enrollment in a course. Petitioning for
enrollment does not guarantee approval.

Dropping Classes
The procedures for dropping classes are explained in the Registration Guide. Just as with
adding classes, the procedures change as the semester progresses, and are different for
business classes. For semester length courses, until approximately the end of the second week
of classes (please check the exact date), there will be no record of enrollment, i.e., nothing will appear on your transcript, for dropped classes. Dropped classes during the next 10 weeks will result in a W (Withdrawal). However, please note that permission to drop with a W requires a serious, compelling and documented reason. Poor academic performance is not a sufficient reason to drop. After the twelfth week, you may drop classes only for emergency medical reasons, and it is expected that you will drop all of your classes.

**Filing Add or Drop Forms: The WU Grade**

In some cases, adding or dropping classes may require the use of printed forms. Please check the Registration Guide or contact the Admissions and Record Helpline at (657) 278-7601. If you stop attending class and do not properly drop the course, your instructor may assign you an F grade, or in most cases, a WU grade which stands for “unauthorized withdrawal”. The WU grade counts as an F for your grade point average.

**ADULT REENTRY CENTER**

(657) 278-3928, University Hall 205
www.fullerton.edu/adultreentry

**Monday & Friday 8:00 am - 5:00 pm; Tuesday – Thursday, 8:00 am - 7:00 pm**

The Adult Reentry Center (ARC) is dedicated to issues of the adult learner and the successful completion of their educational goals. The profile of the adult reentry student is constantly evolving, and the number of reentry students at our university is rapidly growing. Our adult reentry students are typically at least 25 years of age and have made the decision to attend our university to complete their education. Returning to school after an absence is a significant issue for adult learners. Usually, they return with more responsibilities to manage than when they were previously in school, such as marriage, children, extended families, jobs, and careers. These additional demands upon their schedules may initially elicit concerns about time constraints, performance, and the level of skills they possess in the academic arena. Typically, reentry students achieve a remarkable level of competency as they progress toward their academic goals.

ARC is aware of the unique needs experienced by reentry students and functions to offer support and services to foster and enhance students’ growth and success. We offer two student organizations: AWARE (Adults Who Are Returning to Education) and Alpha Sigma Lambda an honor society, scholarships, workshops and support for our parenting students. Additionally, we offer assistance with forms for CalWORKs students.

**ALUMNI ASSOCIATION**

(657) 278-2586, George G. Golleher Alumni House (located on campus East of the Titan Student Union)
www.fullerton.edu/alumni

Welcome to Cal State Fullerton! The Cal State Fullerton Alumni Association seeks to connect with you and get to know you, not only as you enter the alumni world upon graduation, but while you are a current student at CSUF. Through the support of the Alumni Association Board of Directors, the association sponsors the Student Alumni Ambassadors, student scholarships and awards. Our student outreach initiatives seek to provide students with opportunities to meet Cal State Fullerton alumni - what better way to network than with fellow Titans!

To learn more about the Alumni Association and to get connected now, visit our website, find us on Facebook, or follow us on Twitter!

Like our Facebook page: CSUF Alumni Follow us on Twitter: @csufalumni

**ONCE A TITAN, ALWAYS A TITAN!**
ASSISTANT DEANS FOR STUDENT AFFAIRS

“Facilitating Student Success…”

The Assistant Deans for Student Affairs seek to engage members of the University in the process of student advocacy, community building and collaborative learning ~ thus facilitating student success. The Assistant Deans for Student Affairs are based in each of the eight academic colleges and the Irvine Campus:

- Arts – Maricela Alvarado (657) 278-3255, VA-199C
- Business & Economics - Emeline Yong (657) 278-4577, SGMH 1507 (East Pavilion)
- Communications – Dana Roson (657) 278-7315, CP-650-28
- Education – TBD, (657) 278-3791, CP-500
- Engineering & Computer Science - TBD (657) 278-2887, CS-501
- Health & Human Development – Peggy Garcia Bockman (657) 278-2609, EC-606
- Humanities & Social Sciences - David McKenzie (657) 278-2969, H-114
- Natural Sciences & Mathematics - Colleen McDonough (657) 278-4158, MH-488
- Irvine Campus – Rob Flores, (657) 278-1658, IRVC1-117

Why might you want to see us?

- Academic Advising and Student Success (choices for staying in college, internships, careers, and graduation)
- Conflict resolution, interpersonal counseling, or referral options
- Housing (Themed by College)
- Involvement Opportunities (club and organizations/ Inter-club Councils)
- Internships, career opportunities, and jobs on campus
- Leadership opportunities
- Orientation
- Scholarships

ASSOCIATED STUDENTS, CSUF, INC. (ASI)
(657) 278-3295, Titan Student Union 207
asi.fullerton.edu

What is ASI?

ASI is a non-profit, auxiliary corporation and the recognized student government at Cal State Fullerton. ASI provides student engagement and development opportunities through leadership, volunteer, and employment experiences. ASI provides campus community members with important social, cultural, and recreational opportunities, as well as a wide range of programs and services. Every part-time or full-time student is a member of ASI through fees paid each semester. These fees are administered by ASI through the student-elected Board of Directors and Executive Staff, and provide for student governance, shared governance of the university, programming of student activities, funding of campus organizations and athletics, and the operation of the Titan Student Union, Student Recreation Center, Children’s Center, and CSUF Irvine Campus Fitness Center and Lounge.

ASI Executive Staff and ASI Board of Directors

The ASI Executive Staff is comprised of an elected President and Vice-President, an appointed Vice-President of Finance, Chief Administrative Officer, Chief Communications Officer, and Chief Governmental Officer. The ASI Board of Directors is comprised of two elected representatives from each academic college who are responsible for developing the yearly budget and establishing policies and procedures. ASI Board of Directors meetings are open to all students. Meeting times are Tuesdays at 1:15 pm in the William G. Pollak Legislative Chambers in the Titan Student Union.

ASI Involvement

You don’t have to be elected to an ASI office to take part in student leadership. You can get involved in ASI by serving on committees, working on programs, and helping to develop new programs and services. Participation on committees as a student representative or serving as a volunteer provides networking opportunities, rewarding experiences, and campus involvement, as well as insight into how the University functions, plans and deals with issues.
Information regarding appointed student positions and volunteer opportunities is available in the ASI Executive Offices located in TSU-207 or by calling (657) 278-3295. Students can also attend an ASI Street Team meeting on Tuesdays at 7:00 pm or Wednesdays at 4:00 pm in TSU Gabrielson.

**ASI Employment Opportunities**
The ASI Human Resources Office provides part-time employment opportunities for Cal State Fullerton students. As a student assistant or work study employee, you can gain valuable job experience, develop personal skills, and build your resume. Employment opportunities are available in a variety of ASI programs, including the Children’s Center, Student Recreation Center, and the Titan Student Union. For information on current ASI employment opportunities, visit asi.fullerton.edu, stop by the ASI Human Resources Office in TSU-227 (Monday through Friday, 8:00 am - 5:00 pm), or call (657) 278-7068.

**ASI Services**
ASI offers a number of services to the Cal State Fullerton community, including discounted tickets to local amusement parks and area attractions; legal referrals, guidance, and consultation services through the College Legal Clinic; complimentary newspapers including USA Today, the Orange County Register, and the Los Angeles Times through the Titan Readership Program; scholarship opportunities each semester; and much more. For more information about all of the services ASI has to offer, please visit asi.fullerton.edu.

**ASI Productions**
ASI Productions is a student-run program that provides weekly campus entertainment, including films, indoor and outdoor concerts, pub entertainment, and special events. Additionally, ASI Productions plans and executes two large scale concerts each year - Orangefest during the fall semester and the Spring Concert during the spring semester. For more information or to get involved in ASI Productions, attend an ASI Street Team meeting on Tuesdays at 7:00 pm or Wednesdays at 4:00 pm in TSU Gabrielson or call (657) 278-3501.

**Association for InterCultural Awareness (AICA)**
AICA exists to enhance the university experience of CSUF students by raising the awareness of and celebrating the multicultural student population of Cal State Fullerton. As a funding council, AICA is responsible for allocating ASI funds to member organizations to provide multicultural programming. AICA sponsors cultural and educational events and serves to promote communication, cooperation, and exchange of cultural and ethnic ideas among its member organizations and the Cal State Fullerton community. For more information or to get involved in AICA, attend an AICA meeting on Thursdays at 3:00 pm in TSU Gabrielson or call (657) 278-2914.

**Camp Titan**
Camp Titan is the official philanthropy of ASI dedicated to providing a one-week camping experience each June for underprivileged children in Orange County. Camp Titan is staffed by Cal State Fullerton students who volunteer their time as friends and counselors. The goal of Camp Titan is to teach children to feel good about themselves, introduce them to nature, heighten their self-awareness, increase their confidence, and allow them to meet new friends. For more information or to get involved as part of the Camp Titan staff, please call (657) 278-3036.

**Children’s Center**
The Children’s Center is an ASI service that provides parents with safe, affordable, and convenient childcare on campus. Trained preschool teachers and student interns provide a developmental program for children ages six months through five years that offers experiences in art, science, language, physical development, math, reading, and music, with an emphasis on the development of social and problem solving skills. For more information about the Children’s Center, including enrollment and academic internships, please call (657) 278-7068.

**Inter-Club Councils (ICCs)**
ASI funds ten Inter-Club Councils representing each of the eight academic colleges, community service, and club sports. Each council has a number of student-run programs and
clubs under its supervision, and facilitates the allocation of ASI funding to these member organizations. This funding provides clubs with the opportunity to present speakers, attend conferences, and produce campus events. For more information about Inter-Club Councils, please call (657) 278-3295.

**Titan Pride Center**

Want to get connected to the college experience? Find out what events are going on, how to get involved, be a part of special promotions and giveaways, learn a little campus history, and more! The TPC is located in the Main Lobby of the Titan Student Union.

**Titan Student Centers Governing Board**

The Titan Student Centers (Titan Student Union, Student Recreation Center & Irvine Campus Fitness Center) are governed by a student-majority board, which develops policies on issues ranging from operating hours to services offered. The Titan Student Centers Governing Board is a great leadership opportunity for students to get involved and gain valuable skills. Call (657) 278-3085 to learn how to get involved.

**Titan Tusk Force (TTF)**

Titan Tusk Force is a student-run program that promotes and supports ASI programs, services, and Titan Athletics by attending games, planning and sponsoring events, and demonstrating school spirit. Through TTF, students develop a strong sense of campus unity, pride, and identity with Cal State Fullerton. For more information or to get involved in Titan Tusk Force, please call (657) 278-2542.

**ATHLETICS**

(657) 278-2777, Titan House  
www.fullrontitans.com

The excitement of intercollegiate athletics is a big part of any university, and Cal State Fullerton is no exception. Titans teams have won twelve national championships since 1970 and have produced many All-Americans. All sports events are free to Cal State Fullerton students with a valid TitanCard. Men’s sports include baseball, basketball, cross country, golf, soccer, and outdoor track & field. Women’s sports include basketball, cross country, golf, soccer, softball, tennis, outdoor and indoor track & field, and volleyball. Cal State Fullerton belongs to the NCAA as a Division I member, and is a member of the Big West Conference. For the schedules and statistics of all our Titans teams and their respective press releases and news stories, visit our website: www.fullrontitans.com.

**CAREER CENTER**

(657) 278-3121, Langsdorf Hall 208  
www.fullerton.edu/career

The Career Center partners with students, faculty, alumni, employers, academic programs and graduate schools to build bridges between the distinctive academic programs of the University and diverse professional and graduate education opportunities in the larger community. The Career Center assists students in assessing and defining their work related skills, interests, experience and values to maximize career opportunities consistent with their personal and career aspirations. Services are available to currently enrolled undergraduate and graduate students as well as alumni who are within one year of graduation.

**Come and see what the Career Center can do for you!**

**Job Search Services & Resources**

a) The Career Center website provides helpful information and resources: www.fullerton.edu/career

b) **Titan Connection: Jobs Database for CSUF students**, an online system for job, internship, volunteer & services learning searches (accessible through the student portal)
c) Quick Drive-Thru (Drop-In) Services – for Quick Questions, no appointment needed- see website for hours
d) Campus Interview Program- offering internships and full-time employment opportunities upon graduation (offered fall and spring semesters)

Choosing a Major and Career Development Resources

♦ Career counseling appointments with Career Development Specialists and College Career Specialists
♦ The Strong Interest Inventory and The Myers Briggs Type Indicator are online assessment tools available to help students identify a major and career options- check website for details
♦ Ferguson’s Online Career Guidance Database- an online in depth career exploration database that includes a FREE online career interest inventory- for more info. or to access go to our website
♦ EUREKA- Skills Assessment and Career Information online database that offers FREE career interest inventories and various career planning tools.

Professional Development Resources and Services

♦ Titan Resume Builder – an online tool available 24/7 to help students build their first resume, or professionally style and format an existing resume- for more info. or to access go to our website
♦ Resume and Cover Letter Critiques
♦ InterviewStream – an online interactive tool that allows students to practice their interviewing skills 24/7 from on or off-campus - for more info. or to access go to our website
♦ Mock Interviews – students practice interviewing skills with a professional staff member and receive a CD of their mock interview
♦ Career Resource Library and printed material available for check-out
♦ Career and major related workshops and Programs

Graduate and Professional School Services

♦ Assistance with graduate school or professional school search & process
♦ Statement of Purpose Assistance
♦ Graduate & Professional School Mock Interview Practice
♦ Graduate & Professional School Workshops & Resources
♦ Graduate & Professional School Prep Weeks (Fall semester)
♦ Graduate School Expo (Fall semester)

Workability Program

♦ Career exploration and job placement services for students with disabilities

Events

♦ Several career-related events such as job fairs, employer and graduate and professional school information sessions, and networking opportunities offered throughout the year

CENTER FOR INTERNSHIPS & COMMUNITY ENGAGEMENT

(657) 278-3746, Langsdorf Hall 206
www.fullerton.edu/CICE

Students may earn course credit and gain practical experience through service-learning courses and/or academic internships in business, nonprofit organizations, or government agencies, both in the U.S. and internationally. These practical experiences provide students with opportunities to expand their knowledge, apply theories and skills learned in the classroom, prepare for successful entry into the job market, and develop as socially responsible citizens. The Center for Internships & Community Engagement assists students
in finding and registering at service placement sites. The center also operates several programs that offer student employment at service sites for pay and/or course credit. Students may also apply for Community Engagement Awards, or the Community Engagement Medal (worn at Commencement).

**CENTER FOR SCHOLARS**  
**Pollak Library South- 194**

The Center for Scholars is a space on campus designed to provide President’s Scholars, Guardian Scholars, Abrego Future Scholars, and University Honors students with the academic and emotional support needed to be successful. Designed to support the curricular and co-curricular development of our students, the Center is conveniently located in the library, serving as an academic hub complete with a computer lab and a welcoming study environment.

**Guardian Scholars**  
(657) 278-4900  
[www.fullerton.edu/guardianscholars](http://www.fullerton.edu/guardianscholars)

The Guardian Scholars Program was created to acknowledge the accomplishments of students who have left the foster care system and were wards of the court. These students who have overcome substantial obstacles in pursuit of their education are rewarded with a generous scholarship that covers their educational expenses including fees, housing and books. More than just a scholarship, this program provides advising and mentoring to help ensure that these students will achieve their academic potential.

**Abrego Future Scholars**  
(657) 278-5494  
[www.fullerton.edu/futurescholars](http://www.fullerton.edu/futurescholars)

The Abrego Future Scholars Program provides financial and academic support for students during their first year of studies at California State University, Fullerton. It is designed to facilitate the transition to college for meritorious students who are disadvantaged due to their economic, environmental, or educational background. Additionally, the program honors students who demonstrate strong academic skills, strength of character, and service to their school and community. The Abrego Future Scholars Program along with dedicated faculty and staff provide students support services such as mentoring, campus wide connections, and the necessary tools to ensure their success.

**President’s Scholars**  
(657) 278-5494  
[www.fullerton.edu/scholars](http://www.fullerton.edu/scholars)

The President’s Scholars program is a comprehensive, rigorous program offering outstanding experiences and opportunities in academics, leadership, service, and mentorship. The prestigious scholarship provides a foundation for high-achieving students to develop and realize their potential for success – as scholars, leaders and citizens. President’s Scholars also receive automatic acceptance into the University Honors Program, which offers small classes taught in a seminar style by selected faculty members. Honors classes emphasize special projects, communication, engaging discussion, critical analysis and self-reflection rather than memorization.

**CSU FULLERTON AUXILIARY SERVICES CORPORATION**

**Campus Dining Services**  
Campus Dining: csuffood.com; OC Choice Catering: occhoice.com

Cal State Fullerton’s Campus Dining Services offers a wide variety of name brand restaurants in multiple locations across campus. As a nonprofit 501c3 organization, a significant portion of our net income is given back as financial support to the University. By dining on campus you are in fact investing back into Cal State Fullerton. Order ahead and don’t wait in line with our newest mobile order app Tapingo!
The Food Court, located in the Titan Student Union, features Togo’s, The Fresh Kitchen, Baja Fresh Express, Panda Express, Round Table Pizza Pronto!, Juice It Up!, The Cup (Starbucks Coffee and bakery items), in addition to the Round Table Pizza and the Pub located in the Titan Student Union Underground.

Carl’s Jr. is located on the east side of campus and offers a wide variety of low-priced menu items and combos. For your convenience, Carl’s Jr. offers a walk-up express window from 11:00 am - 2:00 pm. Eating healthy? Enjoy our delicious salads, alternative options, or our new line of turkey burgers.

LH Express is located on the second floor of the Langsdorf Hall and specializes in healthy sandwiches, wraps, soups, and salads. The Café is known for its large selection of wraps and sandwiches made using a high percentage of reduced fat deli meats on an assortment of breads. Along with serving healthy items, this location serves Starbucks Coffee and has a wide variety of baked goods & snacks. Located outside the café is a patio for studying or just hanging out with friends.

Nutwood Café is located south of Nutwood Avenue on the first floor of our College Park Building (College of Communications). Inside the café you’ll find Togo’s, Starbucks Coffee being served, a tasty menu at The Grill along with a variety of snacks and beverages. It’s typical to find groups meeting at the café for a bite to eat and studying together. Our customers enjoy the variety of menu options in one convenient location.

Starbucks is located on the first floor of the Pollak Library in addition to the first floor of Mihaylo Hall College of Business and Economics. You can count on genuine service, an inviting atmosphere and a superb cup of expertly roasted and richly brewed coffee every time. You can also enjoy a selection of sandwiches, paninis, salads, premium teas, fine pastries and other delectable treats to please the taste buds.

OC Choice Catering provides a variety of services for events such as breakfast, brunch, lunch, banquets, receptions, etc. Quality is important when choosing a catering operation, which is why our chefs are fully-trained culinary professionals. Only the highest quality products and ingredients are used in preparing each menu. Unlike off-campus caterers, OC Choice Catering is able to handle last minute orders placed on campus. We guarantee to beat any CSU Fullerton pre-approved caterer’s price if provided the original detailed quote of food and/or services.

DEAN OF STUDENTS OFFICE
(657) 278-3211, Titan Student Union 243
www.fullerton.edu/deanofstudents

The Dean of Students Office creates a culture of care for students, their families, faculty and staff by providing exemplary programs and services designed to enhance students' academic and personal success. We derive success plans and provide ongoing support for students in distress dealing with a variety of issues. We help students navigate complex university process such as withdrawals and petitions. We also serve to address a broad range of complaints either through directly assisting the student involved to resolve the issue, working with the student to contact the appropriate personnel, or referring the student to resources or offices that can directly address the issue. Follow-up is provided to the student until the situation is resolved. Areas within the Dean of Students include, Student Conduct, Advocacy and Mediation, CSUF Cares and Behavioral Intervention Team. Whether we are the first office you come to for assistance or the last place you think to call, our staff is here to help students be their best advocate and have a successful Titan Experience.
DIVERSITY INITIATIVES & RESOURCE CENTERS (DIRC)
(657) 278-3234, Pollak Library North 203 (PLN 203)
http://www.fullerton.edu/dirc/  DIRC@fullerton.edu
Diversity Initiatives & Resource Centers (DIRC) creates learning environments and opportunities that promote community, social consciousness, civic engagement, and critical thinking. The department is comprised of five resource centers: African American, Asian Pacific American, Chicana/o, LGBTQ, and the Titan Dreamers Resource Centers. All students are welcome into each space, regardless of identity.

The resource centers offer:
- study and social space
- refrigerators and microwaves
- heritage month celebrations
- computers and printers
- cultural recognition ceremonies
- programs that focus on academic success, career development, personal growth, and current issues

Additionally, Diversity Initiatives offers scheduled training and development programs on topics that include but are not limited to: race, ethnicity, culture, sexual orientation, gender, immigration status, class, privilege, and intersections of identity. Students who engage in DIRC programs and services increase their awareness about diversity, inclusive practice, and current social issues, and have opportunities to develop intercultural communication and leadership skills. Visit the DIRC website at www.fullerton.edu/DIRC for more information.

FINANCIAL AID
(657) 278-3125, University Hall 146
www.fullerton.edu/financialaid  Hours: Monday - Friday, 8:00 am - 5:00 pm
The Office of Financial Aid administers a variety of funding sources to assist you in meeting the cost of attendance at Cal State Fullerton. These programs include federal and state grants, student loans, student employment, and scholarships.

You must complete the Free Application for Federal Student Aid (FAFSA) in order for our office to determine your eligibility for aid. You can apply online at www.fafsa.ed.gov. The information you report on the application is used to calculate your Expected Family Contribution (EFC), which is the amount you and your family are expected to contribute toward your education. The EFC is used to determine your eligibility for the various financial aid programs and to determine your financial need, which is calculated by subtracting the EFC from the student cost of attendance. AB 540 students can apply for private scholarships and state aid by completing the CA Dream Act application online at www.caldreamact.org. Don’t disqualify yourself! It’s free to apply! We look forward to assisting you in achieving your educational goals.

FIRST YEAR EXPERIENCE
(657) 278-3709, Langsdorf Hall 216
www.fullerton.edu/fye
Success at Cal State Fullerton begins with a positive transition to college academics and campus involvement. FYE connects new students with a community of freshman-friendly faculty, professional staff and peer mentors to help them get on track and get the best start to their Titan experience, both academically and personally. Students choose one of five learning communities, each with a special focus.

- **Compass Crossing**: Focus on guiding students interested in exploring potential majors and careers. Whether you are declared or undeclared, Compass is designed to explore academic majors and careers related to your personal and professional interests.

- **Health and Human Development Voyage**: Explore and find the major or career that is right for you in the College of Health and Human Development; including Health Science, Human Services, Kinesiology, Child and Adolescence Studies and Pre-Nursing.
$\textbf{Teachers Trek}$: A learning community for students interested in a career teaching elementary, middle or high school or special education. Students meet and take classes with others who have similar interests and receive regular advising for their major and the recommended courses to become a credentialed teacher. Additionally, students will have opportunities for field experience in local classrooms.

$\textbf{Mihaylo Discovery}$: Explore the various opportunities and programs offered in the Mihaylo College of Business and Economics. Designed to introduce Pre-business students to career paths in Business Administration and help them develop the skills necessary for success in college and beyond.

$\textbf{COMM Quest}$: Provides students with a look at the many programs in the field of Communications. For COMM majors, minors or those that see communication as one of their best assets.

In our first-year success course, UNIV 100: \textit{Foundations for College Success, Lifelong Learning and Self-Development}, students explore learning styles and develop time management strategies and productive study habits as well as get an introduction to the range of academic and student support services, clubs and organizations that the University offers. Our FYE Peer Mentors share their experiences and tips for success. In UNIV 100, first-year students make new friends, develop close relationships with professors and professional staff, and learn from the example of a successful 3rd or 4th year student.

In addition, FYE offers academic coaching, study space and computers in our \textit{Lava Lounge}, field trips, early probation alert intervention, community-based learning, and involvement/leadership opportunities in the Freshman Student Association and Peer Ambassador Committee.

FYE students can live together on-campus by choosing \textit{First Year Connection} in Pine Residence Hall as their themed living-learning community. \textit{First Year Connection} offers students all of the regular benefits of FYE, plus classes and a resource center with study space, social and informational programs, and other fun activities.

With FYE, new students build the academic foundation, campus involvement, and community engagement necessary to become a successful Titan scholar and leader...\textit{Let the Journey Begin!}

\textbf{HOUSING AND RESIDENCE LIFE}

(657) 278-2168

\texttt{www.fullerton.edu/housing}

Housing and Residence Life offers a variety of living options for more than 1,900 residents. First Time Freshmen are placed in one of five residence halls while upper class students and transfer students are placed in the single or double apartment communities. Whether living in the residence halls or apartments, all students participate in our dining program. The Gastronome (dining facility) serves as the hub of social interaction as well as a state of the art culinary delight. If there is a place to be, this is it, and we want every student to experience it. In addition, students can participate in late night dining or visit the community market for fresh produce and other food options for the kitchen or on the run. First Time Freshmen and Sophomore students have the opportunity to participate in a theme housing program. Here, students are grouped together by a particular academic theme or area of interest. Within these theme communities, students are exposed to university faculty, administrators and staff committed to the theme area they selected. This is a great opportunity for students who share a common interest.

All housing units are furnished to accommodate the living option assigned. In addition, all units offer air conditioning and access to a variety of academic and socially supported services including computer areas, study rooms, classroom space, active lounges with recreational equipment, a basketball court, a fitness room, a volleyball court and flat screen TV’s. Space is available for summer session students and for educationally related groups sponsoring workshops and programs on campus.
For more detailed information regarding Housing and Residence Life, please visit www.fullerton.edu/housing.

INFORMATION TECHNOLOGY
(657) 278-8888

Portal
Your portal is a key medium of communication at Cal State Fullerton. Here are some of the features you will access:

♦ Titan Apps - Your email, calendar, and a collaborative document sharing tool is available here.
♦ Titan Online - Entry way to your Student Center. Inside your Student Center, you can search and register for classes, pay fees and charges, check your financial aid status, print your unofficial transcript, and more.
♦ TITANium (Moodle) – The University’s course management system where students can read class assignments, view and download course material (like syllabi and class notes), submit assignments, and email the instructor.
♦ To log into your portal, visit my.fullerton.edu from any web browser. Type in your campus username and password. If you have any questions or need assistance, please email StudentITHelpDesk@fullerton.edu

Information & Learning Commons (ILC)
(657) 278-8203- Student Genius Corner (SGC) - Pollak Library 1st Floor North
ILC offers access to a variety of Student Technology Services (STS) to facilitate and enhance students’ learning experience on campus.

♦ Access to Computers (PC & Mac), Printing (Black & White/Color), Scanning Stations
♦ Access to collaborative workspaces with portable whiteboards and charging stations
♦ Smart Group Study Rooms checkouts
  o Students can carry out group projects and develop presentations while having access to cutting edge technology.
  o Students can make online reservations for the equipped group study rooms at http://apps.fullerton.edu/ilreserve/
♦ Device Checkout programs
  o Long Term Laptop Checkout
  o Hourly Laptop and iPad Pickup (for use in the Library)
  o Campus related software installation (excludes operating system support and virus removal)
♦ Titan Tech Service Center (part of Titan Shops) provides students with diagnostic and repair services for personal laptops and devices.
♦ Additional ILC services include one-on-one research assistance, in-depth research consultation, tutoring and writing assistance.

For more information on all ILC services visit http://sts.fullerton.edu.

Student IT Help Desk
(657) 278-8888
The Student IT Help Desk provides technical support to students for campus related technologies such as:

♦ Titan Online
♦ Campus Portal
♦ Titanium
♦ Campus Email
♦ Get help from the Student IT Help Desk:
♦ Phone: (657) 278-8888
INTERNATIONAL PROGRAMS AND GLOBAL ENGAGEMENT
(657) 278-2787, University Hall 244
international.fullerton.edu
At Cal State Fullerton, we advocate for and encourage global education. International and exchange students from about 70 countries, as well as study abroad students, add to the rich diversity of our student population.
International Students & Scholars
The office assists international students from other countries with special orientation programs upon their arrival, academic and personal advisement and immigration information. A group of community volunteers in the “American Family Friends” program helps make Cal State Fullerton a home away from home for international students. Other programs offer community service and leadership development opportunities for all students. These range from volunteer opportunities with the International Student Orientation Program to the Volunteer International Peers Program. Please visit our office or website for details on how you can get involved in these programs.
Study Abroad
www.fullerton.edu/studyabroad
The Office of Study Abroad is the key portal to selecting an overseas experience for CSUF students. Our office offers a series of programs that benefit all majors and vary in length from a full year, single semester to summer or even a week-long option. Study abroad helps students to develop new understandings, habits, beliefs, and a more sophisticated appreciation of the world.
Further, study abroad is now seen as one of the primary steps students can take to demonstrate their “global” skills and viewpoints – attractive to both employers and graduate schools. Cal State Fullerton provides opportunities for its students around the globe; the Study Abroad Office is here to help! Visit the Study Abroad website at www.fullerton.edu/studyabroad/ to learn more or come by our office for an appointment. Planning ahead is important!

INTERSESSION, SUMMER SESSION AND OPEN UNIVERSITY
EXTENDED EDUCATION
(657) 278-2611, College Park 100
ou.fullerton.edu
Intersession Classes (CSUF students)
Intersession (the “winter session”) is a great opportunity to take a class so you can stay on target for graduation. If you are having trouble getting the classes you want, or need some additional units to graduate on time, Intersession offers an option to take a class, many of which are offered online... Intersession is held in December/January between the fall and spring semesters. CSUF students can view the class schedule for Intersession in Titan Online in late September or early October and register beginning in late October in Titan Online.
Summer Session Classes (CSUF students)
Summer Session is a great opportunity to take classes so you can stay on target for graduation. If you are having trouble getting the classes you want, or need some additional units to graduate on time, Summer Session offers the perfect solution. Classes are offered in 5-, 6-, 8- or 10-week sessions between the spring and fall semesters. Both undergraduate and graduate-level classes are offered. CSUF students can view the class schedule in Titan Online in late March and register beginning in early--April in Titan Online.
Open University Enrollment (for students not admitted to CSUF)
Open University allows students who are not currently in an admitted status at Cal State Fullerton to enroll in undergraduate and graduate-level classes, where they are eligible based on stated prerequisites, on a space-available basis and with approvals from an Open University advisor, the instructor of record for the class, and the academic department. This registration option for non-admitted students is available during Intersession, Spring, Summer, and Fall semesters.
Those enrolling through Open University Enrollment may include:

- Students who have completed an undergraduate degree at CSUF or other college/university and need to complete course requirements for admission to a graduate, credential, or other professional program;
- CSUF students who stopped out of a bachelor’s degree program at CSUF and are returning to complete one or two remaining requirements to finalize their degree;
- Students at the community college system in the process of transferring to CSUF;
- Students academically disqualified from CSUF who are working to raise their grade point average to an acceptable level to qualify to apply for re-admission to their CSUF undergraduate program. The maximum number of units an academically disqualified student from CSUF can take is 6 units per semester; or
- International students participating in the University Semester Abroad (USA) program or, with additional advisor consultation and permission, those participating in the American Language Program (ALP).

Only the first 24 units of credit taken through Open University may count towards the cumulative units required for a bachelor’s degree at CSUF. Courses taken through Open University do not fulfill the residence requirements (30 semester units) for a bachelor’s degree at CSUF. For graduate degrees at CSUF, normally six to nine units of approved credits taken through Open University may apply, but for degrees which require more than 30 units, more units of credit may apply. Please consult the department graduate advisor of your program.

Open University Enrollment is managed by University Extended Education. For additional information, visit http://ou.fullerton.edu/ or UEE Student Services, College Park 100, (657) 278-2611.

IRVINE CAMPUS
3 Banting, Irvine, CA 92618
(657) 278-1600
www.fullerton.edu/irvinecraftus irvinecraftus@fullerton.edu

The California State University, Fullerton-Irvine Campus (IRVC) is located in the heart of the Irvine Spectrum business complex, which is known for its innovation and technology worldwide. The Irvine Campus has been bringing higher education opportunities to south Orange County students for over 25 years and continues to flourish. Irvine Campus offers many of the resources of a large university in a smaller, more personal learning environment. Irvine Campus students are taught by Cal State Fullerton faculty members, so our courses are of the same high academic quality as those offered at the main campus. Students who take classes at Irvine Campus receive their degree from Cal State Fullerton. A full range of services are provided through the Student Services Center including:

- Academic Advising
- Career Counseling
- Financial Aid Counseling
- Disability Support Services
- Student Involvement
- Personal Counseling
- Supplemental Instruction
- Tutoring
- Programs offered by the Titan Student Union and the CSUF Associated Students Inc.
- Admissions, Registration, and Cashiering. And more..

All CSUF students can register for courses at the Irvine Campus and attend both campus locations simultaneously. The campus is central to the Irvine Transportation Corridor, which provides access to Metrolink and Amtrak services.
Admissions, Registration and Titan Card
Students who plan to attend the Irvine Campus must be admitted to Cal State Fullerton through the regular admissions process or already be an enrolled Cal State Fullerton student. Registration for IRVC classes takes place through TITAN registration. Many Admissions, Registration, Titan Card and Cashiering transactions can be completed at the Irvine Campus.

Fitness Center
The fitness center is available at no additional cost to all enrolled CSUF students. The center includes cardio equipment, fixed and free weights and an ab/stretching area. In addition, there are separate locker room and shower facilities for men and women.

Library
The university library at the Irvine Campus offers students access to all available materials contained in the main library at Fullerton. The Irvine Campus library features CD-ROM, worldwide web and Internet access. Students can access citations, abstracts and full-text of periodical articles.

Parking
Students who park their vehicles must display a university parking decal. Handicapped parking and a daily permit machine are also available.

Titan Student Union Lounge (TSU)
The TSU is a multipurpose lounge that includes a flat panel TV, seating areas and a microwave. Access to an outdoor patio is also available.

POLLAK LIBRARY
(657) 278-2633
www.library.fullerton.edu
The library is an active learning and research center, with both materials (over 2 million items), facilities (group study rooms, media viewing rooms, etc.) and services (Librarian assistance, tutoring, computer help, etc.).

Borrowing Library Materials
Your TitanCard serves as your library card. You will need it every time you want to borrow library materials. You can check-out materials at the Circulation Desk (first floor, north side). Most books have a 10-week loan period. Materials your professors have put on “Reserve” are also checked-out at the Circulation Desk, but have a shorter loan period. For books or articles you need that the Pollak Library doesn’t own, you can request them at no charge, by Interlibrary Loan (www.library.fullerton.edu/services/interlibrary-loan.php)

Accessing Electronic Materials
The library’s website is the gateway to electronic materials: databases, full-text articles, e-books, etc. These can all be accessed 24/7 at the website, either on campus or off campus (with portal login). The library’s website also has many Librarian-created guides—for majors or specific classes—to help with research.

Computers in the Library
There are over 500 computers available to use in the library, either for library research or general use (Microsoft Office, etc.) Printing is available: Black & white laser prints at 10¢ each; color prints at 50¢ each. Payment for printing is with your TitanCard account, not coins or cash. Laptop checkouts and high-tech study rooms (LCD projectors, digital cameras, etc.) are also available; these can be reserved at the first floor north Desk.

Librarian Assistance
CSUF Librarians are specialists in helping you with research. You can get help from them various ways: in-person (Reference Desk, first floor north), by phone (657-278-3284), by online chat (www.library.fullerton.edu/services/ask.php), by text messages (657-464-3787), by email (libraryanswers@fullerton.edu), or by individual appointments (www.library.fullerton.edu/services/research-consultations.php)
Other Services in the Library
The library partners with other campus services right inside the library. These include: (1) The University Learning Center (2nd floor north) for free tutoring. (2) The Writing Center (1st floor north) for writing assistance. (3) The Adaptive Technology Center (1st floor north) for computer equipment assisting disabled students. (4) Digital Print Services (2nd floor north) for printing. (5) The Honors & Scholars Office (1st floor south) for resources and information on honors studies.

PARKING AND TRANSPORTATION SERVICES
(657) 278-3082, T-1400
www.parking.fullerton.edu

Parking on Campus
Semester permits or daily permits are required Monday through Thursday, 7:00 am to 10:00 pm, and Friday, 7:00 am to 5:00 pm. Posted 30-minute spaces and Park and Pay areas are enforced during these time periods. Red curbs/fire lanes, spaces designated for disabled persons, service/maintenance and state vehicle only spaces, loading zones (white and yellow curbs and posted time limits) and all other University and California Vehicle Code parking regulations are enforced 24 hours a day. It is a violation to stop, stand or wait in parking facility drive aisles for a parking space; vehicles will be cited. There is no grace period. Vehicles not displaying a current permit will be cited. Parking permits are also required during semester breaks, intersession, summer session and when University offices are open. Parking permits are not transferable and are valid only when purchased from CSUF Parking and Transportation Services. Vehicles displaying a lost or stolen parking permit will be cited.

Semester Parking Permits
Student permits are valid in the following facilities: lots A, E, G, S, all parking structures, and Irvine Campus student parking spaces. After 4:00 pm daily permits are valid in the College Park Faculty/Staff lot. After 6:00 pm, semester permits are valid in Lot A Faculty/Staff, C-West, C-East, and E Faculty/Staff. Residents are eligible to purchase a Resident Parking Permit. The resident Parking Permit is valid in the following locations: Resident Hall Lot, Resident Hall Parking Structure, Lots A and G, West Campus Drive, East Campus Drive. From 6pm-7am, the Resident Parking Permit is valid in all student parking areas.

Semester permits are available for purchase online by logging in to the campus portal, and accessing the Parking tab. The price of a semester parking permit is $229. Parking fees and regulations are subject to change without notification. Please visit the Parking and Transportation Services website at www.parking.fullerton.edu for current information.

Daily Permit Parking
A daily permit may be purchased for $8 from permit machines at or near each entrance of lots A, G, S, Arts Drive and within the Nutwood, State College, and Eastside parking structures. Daily permits are valid in all student lots and structures. Permit machines accept Discover, MasterCard, Visa, and $1 & $5 bills only. Machines do not provide change.

Motorcycles and Mopeds
Motorcycle and moped permits must be affixed in a prominent location on the left side of the rear bumper. Motorcycles parked outside designated areas or without a daily/valid permit will be cited. Motorcycles may not be parked in parking spaces designated for vehicles.

Visitor Parking
Short-term visitor parking is available in the Park and Pay area on the lower level of the State College, Eastside, and Nutwood parking structures. The cost of Park and Pay is $2/hour, with the maximum of 2 hours. For visits longer than 2 hours, visitors may purchase a daily parking permit.
Disabled Persons Parking
A current DMV disabled person placard or license plate and valid CSU Fullerton parking permit must be displayed in a vehicle while parked in a space designated for disabled persons. For further information regarding parking for the disabled, contact Disabled Student Services at (657) 278-3117, University Hall 101.

Bicycles
Cyclists must comply with all applicable laws and regulations, exercise due care and use reasonable caution at all times, and not obstruct or limit access to University facilities when leaving a bicycle unattended. Bicycles may be ridden on marked bicycle paths. Bicycles may not be ridden in posted dismount areas, campus buildings or parking structures; over shrubbery, or on grass.

Scooters and Inline Skates
Individuals riding scooters or wearing roller skates must comply with all applicable laws and regulations, exercise due care and use reasonable caution at all times. Roller skates and scooters may not be ridden over shrubbery, on grass, or in posted dismount areas, campus buildings or parking structures. Scooters secured to objects other than approved racks or storage containers are subject to removal by the University.

Skateboards and Hoverboards
Skateboards and Hoverboards may not be ridden anywhere on campus, including parking structures.

Exemption Procedures
If you have a parking permit, but left it in another vehicle, you are eligible to receive up to 2 complimentary day permits per month. To receive a complimentary permit, please go to the Arts Drive Visitor Information Center, Eastside Visitor Information Center, or the Parking and Transportation Services Office. You will be required to verify that you have a valid CSUF permit.

Alternative Transportation
Don’t spend your valuable time searching for a parking space. Enjoy a stress free commute to campus by taking advantage of alternate transportation programs available to students. Student transportation programs are subject to change without notification. Please visit the Parking and Transportation Services website at www.parking.fullerton.edu for current information.

University Pass (U-Pass)
U-Pass is a reduced-fare bus pass, offering students unlimited rides to campus, work, shopping, the beach, or anywhere they choose on any of OCTA's local routes. Undergraduate students who are currently enrolled in 9 or more units and graduate students who are currently enrolled in 6 or more units may purchase one subsidized U-Pass for $92 each semester. The retail price of an OCTA bus pass is $69 per month, or $276 for a 4-month semester. Parking and Transportation Services subsidizes the cost of the U-Pass, allowing eligible students to purchase the pass at the Parking & Transportation Office for only $92. The pass is valid throughout the semester. OCTA may ask to see your Titan ID Card upon boarding. To obtain a U-Pass, visit the Parking and Transportation Office. For bus route information, call (714) 636-RIDE.

Train and Bus Programs Ride
Metrolink for 25% off then show your Metrolink pass to board OCTA for free! 25% discounted student monthly passes and 10-trip tickets are available through the ticket vending machines at all Metrolink stations. While riding the train, students must show their student identification along with a valid pass or ticket upon request of fare enforcement personnel. For details, please visit Metrolink's website at: www.metrolinktrains.com After you ride the Metrolink train, simply show your Metrolink pass to complete your trip on any local OCTA bus at no extra charge.

OCTA provides transportation between the Anaheim Canyon rail station (Route #24) and the Fullerton Transportation Center (Route #26) to CSUF. There is no fee to board an OCTA bus if you show your Metrolink pass. Please visit OCTA’s website for current schedules and commute planning assistance.
♦ Amtrak Amtrak offers students 10% off rail fare to all of their destinations. Detailed information is available on their website at www.amtrak.com/student-discount.

♦ Carpools Plenty of parking is available for students who carpool. A minimum of two registered Cal State Fullerton students per vehicle and a valid CSUF permit is required to receive a complimentary carpool permit. Registration is limited and restrictions apply. Cal State Fullerton students may post and find a carpool partner online at www.parking.fullerton.edu/carpoolboard.

STUDENT ACADEMIC SERVICES
www.fullerton.edu/sas
The mission of Student Academic Services (SAS) is to create an environment where all students have the opportunity to succeed. SAS is committed to serving a diverse population while providing students with a rich educational experience.

The following programs are administered by SAS:

Educational Opportunity Program (EOP) – University Hall 143
(657) 278-2288
The Educational Opportunity Program is committed to student access, retention, and success. Students are teamed with a counselor who will meet with them regularly to review short-term and long-term goals in order to ensure that students stay on track. The EOP counselor will serve as a personal advocate who can help with questions regarding the development of a course plan, registration, financial aid, learning skills, grades, as well as any other academic issues students may encounter.

Intensive Learning Experience (ILE) – University Hall 143
(657) 278-2288
The Intensive Learning Experience program monitors the progress of students in fulfilling remedial compliance requirements, and helps students make successful progress in fulfilling the requirements for graduation via intensive counseling and academic advising. We advise and inform students on class planning, study skills, transfer work, campus resources, time management, and campus organizations.

EOP Mentoring Program – University Hall 234
(657) 278-3488
The EOP Mentoring Program is designed to assist students as they network with the CSUF community. Mentors provide academic and social workshops, leadership training, and the opportunity to develop a network with students, faculty and staff. In addition, the program provides information on career development, internships, community service, scholarships, and encourages students to get involved in clubs and organizations.

Male Success Initiative (MSI)
The vision of the Male Success Initiative is to support first-generation and low income men by empowering them with the skills and knowledge needed to foster academic success; establish a support network; support the goal of graduation; and improve personal achievement by influencing leadership through representing unity and a commitment to collective betterment of humankind.

Student Support Services (SSS) – University Hall 179
(657) 278-5210
The Student Support Services program is a federally funded TRIO program which provides first generation, low-income and disabled students with academic and other support services to help them succeed and graduate. Students must apply to the program which serves 160 participants each year. SSS program services include academic planning, educational and financial workshops, tutoring, and SSS grant aid.

University Learning Center (ULC) – Pollak Library North, 2nd Floor
(657) 278-2738
The University Learning Center offers one-to-one tutoring for a variety of undergraduate general education and major courses. Using our online appointment system:
www.fullerton.edu/ulc students schedule their own appointments or send papers for online writing recommendations to improve flow, thesis or structure.

**Supplemental Instruction – Pollak Library North, 2nd Floor**
*(657) 278-7290*

Students may also benefit from the Supplemental Instruction (SI) Program. SI is an academic assistance program which provides weekly, peer-led group study sessions for students taking historically difficult courses. SI study sessions bring students together in a collaborative learning environment where they improve their understanding of course material, review and discuss important concepts, develop study strategies and prepare for exams. In SI, students connect what to learn with how to learn.

**University Testing Center (UTC) – University Hall 143**
*(657) 278-2288*

The University Testing Center provides information and registration materials as well as serves as a testing site for several statewide and institutional testing programs which are required for admission to the university, placement in classes, and graduation.

**STUDENT CONDUCT**
*(657) 278-4436, Titan Student Union 243*

**www.fullerton.edu/integrity**

We want you to have the best experience possible at Cal State Fullerton. The Dean of Students Office, Student Conduct is here to assist you in meeting your academic and career goals by helping you understand the standards for academic integrity and student behavior which are expected of all students.

Our standards are outlined in the policy section of the *Student Handbook*, and in other related materials such as the University Catalog, and the syllabus for each of your classes.

**The University expects students to know these rules and abide by them.**

**What Is Academic Dishonesty?**

Academic dishonesty (cheating) is any act which attempts to gain an unfair academic advantage or assisting or permitting others to do so. Such acts include:

- Cheating on exams or assignments
- Unauthorized collaboration
- Plagiarism
- Falsifying academic records

If you have questions about any of these acts, including tips on how to write an effective paper without plagiarizing, please check out our website. See the Academic Dishonesty Policy (UPS 300.021) for the university definition.

**What Can You Do To Ensure Academic Integrity?**

- **Do your own work!** Remember that a poor grade is better than an “F” in the course, suspension or expulsion for cheating.
- Protect your work from others.
- Don’t sit next to friends during an exam. It may put you or them in a compromising position.
- Know exactly what constitutes academic dishonesty. Read the policy section of your *Student Handbook*, and talk to your professors.
- Write your own papers! Remember that professors want to know what you think, and what you have learned about the subject. Every word and idea should be your original words and ideas unless you give proper citation.
- **CSUF - Making Integrity Count! – do your part.**

**What Behavior Can Result In A Referral To Student Conduct?**

- **Alcohol misuse** has caused many problems for students – behaviors such as underage drinking, drunk in public, drinking and driving, vandalizing property engaging in fights, urinating in public, committing a sexual assault
♦ Inability to manage time or stress sometimes overwhelms students – resulting in verbal harassment, physical intimidation, forging signatures on documents, or providing false information to the University

♦ Lack of judgment and failure to understand one’s responsibility to the community are easy ways to get off track – behaviors such as disruption in a classroom, department, office, parking lot, possession of firearms or other weapons on campus, allowing or encouraging misconduct from other students or guests

♦ Behavior within the community which violates local, state or federal law - such as use or possession of illegal drugs including marijuana, selling or providing illegal drugs, theft of property, hazing

Student Conduct also responds to allegations that a student has violated university standards (policy section of the Student Handbook) and provides a fair, consistent and timely response to guarantee that due process is afforded each student. If you have any questions, concerns or wish to report a violation please contact the Associate Dean of Students, Student Conduct.

STUDENT LIFE & LEADERSHIP
(657) 278-3211, Titan Student Union 235
The Office of Student Life & Leadership generates student engagement in co-curricular activities and high impact practices that promote holistic development through campus activities and servant leadership programs. SLL coordinates and provides: a) recognition of clubs and organizations including Club Sports and Greek letter groups, b) support for organization event planning; c) resource information on university policies and procedures for campus activities; d) opportunities for community service and civic engagement; and e) out-of-class learning which cultivates leadership development and involvement in high impact campus programs. Visit the website for more information: www.fullerton.edu/sll

These experiences can also benefit you as you prepare for your professional career. We highly recommend that you plan on achieving a balance in your life as students. To enhance your educational experience at Cal State Fullerton, explore the possibilities and plan to Get Involved!

Your participation will allow you to:
♦ Make contributions to enhance life on campus and in the community.
♦ Contribute to developing your leadership skills and prepare you for future leadership positions.
♦ Experience networking opportunities and interact with faculty, staff, alumni, and business and community leaders.
♦ Make social connections and lifelong friends.
♦ Gain exposure to potential career fields and learn about the skills needed for success.
♦ Enhance your resume to increase your marketability and employment opportunities.

Clubs and Organizations
There are over 375 recognized student clubs and organizations that serve the unique needs of our students. Do you want to start your own club or organization or want to join one? Go to the www.fullerton.edu/clubs and check out the club and organization directory for the most up-to-date information. You can also stop by TSU-235, call (657) 278-7622, or participate in Days of Discovery activities to meet with student organization representatives.

Club Sports
The sports clubs at Cal State Fullerton compete on an intercollegiate level and are committed to demonstrating excellence in student organization development and sports competition. The Sports Inter-Club Council (SCICC) serves as the governing council for all sports clubs at Cal State Fullerton. The council is comprised of representatives from 20 sports clubs on campus. The council offers unique opportunities for student learning, skill development and sports club management. http://www.fullerton.edu/clubsports/
Titan Student Involvement Center

Home of the virtual hub for campus engagement and activities. Log on to your Student Portal and go to the “GET INVOLVED” tab to enter your personalized website. Learn about the many opportunities to get involved on campus and begin to build your Titan Pride Record, a co-curricular transcript of your leadership and service.

Fraternity & Sorority Life

Fraternity & Sorority Life refers to the social fraternity and sorority organizations on campus. The terms “fraternity” and “sorority” describe groups of men and women who join together to offer fellowship, academic support, leadership training, participation in campus activities, and service to the community and the University. Greek organizations use the Greek alphabet to represent a motto. Greek organizations provide opportunities to meet others, promote academic achievement, contribute to the community through service and philanthropy projects, and develop leadership skills. Greek Life consists of the Interfraternity Council (fraternities), the Multicultural Greek Council (fraternities and sororities), the National Pan-Hellenic Council (fraternities and sororities), and the Panhellenic Council (sororities). CSUF has more than 1,000 students affiliated with one of 25 fraternities and sororities on campus. Students interested in joining a social sorority or fraternity can visit the Greek Life website at www.fullerton.edu/greeklife.

Student Leadership Institute (SLI)

The Student Leadership Institute (SLI) is a nationally recognized program dedicated to providing CSUF students with leadership training. The program is comprised of a series of workshops offered throughout the semester designed to help students develop or enhance their leadership skills, learn effective communication, have meaningful interactions within a multicultural environment, and become strong leader’s on-campus, in the workplace, or in their community. SLI also offers networking opportunities with other students, faculty, staff, administrators, and community members. Students who complete SLI workshops will receive a certificate of completion and can include their participation on their resume.
For more information on leadership programs visit www.fullerton.edu/sli

Volunteer Programs

VP provides excellent opportunities for active student participation in service and leadership in community service projects and in-service learning that benefits students and the broader community. Give back to your community and broaden your knowledge and experience by volunteering! There are many opportunities available both on-campus and in the community that will greatly enhance your personal growth and development. Whether you’re interested in working with children as a tutor or mentor, helping protect the environment, serving the homeless and needy, working in health-related fields, and you want to make a difference, the VSP can help. You can also take advantage of leadership opportunities by becoming a Project Director for one of our many service projects. This experience will provide you with skills that will contribute to your career potential.
For more information about Volunteer Programs visit www.fullerton.edu/volunteer

A Note of Caution

Cal State Fullerton values the many contributions that our student organizations contribute to campus life. There is an expectation that groups who receive recognition from the University are committed to representing their purposes honestly and respecting the rights of their members. In contrast, before joining any groups or organizations, be sure to be cautious of some or all of the following methods or characteristics of an organization.

♦ PRESSURE AND DECEPTION: The organization uses high pressure recruitment tactics or is not up-front about their motives when they first approach you.
♦ TOTALITARIAN WORLDVIEW: They do not encourage critical, independent thinking. In contrast, higher education aims to enable students to think for themselves. Be aware of groups or leaders who try to control your life or who claim to possess the truth exclusively.
♦ ALIENATION: They want to choose your friends for you. Watch out for groups that encourage you to sever ties with close friends and family who do not belong to their group.
Such groups employ unethically manipulative techniques of persuasion and control, and they should be avoided.

★ EXPLOITATION: They make unrealistic demands regarding your time and/or money.

If participation in a group takes away significantly from your study time, beware. A group or leader who cares about you understands that your studies represent your future and are thus your first priority as a CSUF student.

If you feel that you are being pursued aggressively or pressured to engage in an act or activity that violates university codes of conduct, or if you have any concerns about a group, do not hesitate to contact any Dean of Students staff member.

**STUDENT WELLNESS**

Maintaining an optimal level of wellness is absolutely crucial for living a higher quality life and reaching your highest potential. As a student, how well you do at CSUF is directly related to how “well” you are in all areas of your life. At Student Wellness we provide the advocacy, environment, services and resources for students to achieve their greatest potential, not only at CSUF, but for life.

**Counseling and Psychological Services (CAPS)**

(657) 278-3040, Student Health & Counseling Center – East
www.fullerton.edu/studentwellness/caps

Monday - Friday, 8:00 am - 5:00 pm; Thursdays 9:00 am – 5:00 pm; late afternoon and early evening groups are also offered; Live Counselors available by phone 24/7.

CAPS is co-located with Student Health Services on the north side of campus, between the Kinesiology and Health Science (KHS) building and Housing and Residential Life. CAPS offers free and confidential brief counseling, assessment and referral, and crisis intervention designed to assist currently enrolled Cal State Fullerton students with personal or psychological problems that interfere with their educational progress. Students seek counseling for depression, anxiety, stress symptoms, relationship issues, identity concerns and family problems. On-going therapy groups help students cope with stresses and relationship issues. CAPS is staffed by mental health professionals, including Licensed Psychologists, Marriage and Family Therapists, a Licensed Clinical Social Worker/Case-Manager, a Licensed Psychiatric Nurse Practitioner and a Psychiatrist.

CAPS also provides a variety of workshops, training, and class presentations focusing on mental health and development issues such as transition and change, acculturation, stress management, substance abuse, eating problems, and suicide prevention. CAPS staff members are available for consultation with students, university departments, student organizations and groups.

**Appointments**

Call (657) 278-3040 or come by the office during business hours. Students experiencing a mental health related crisis are seen on a same-day walk in basis. For life-threatening mental health emergencies after business hours, call 911.

**Disability Support Services**

(657) 278-3112, University Hall 101
www.fullerton.edu/dss

**Fall and Spring Semester Hours:**
Monday - Thursday, 8:00 am - 6:00 pm
Friday, 8:00 am - 5:00 pm

**Summer and Intersession Hours:**
Monday - Friday, 8:00 am - 5:00 pm

The mission of Disability Support Services (DSS) is to ensure equitable access to courses, facilities, digital systems and activities through the provision of accommodations, the removal of barriers and ongoing education and consultation. These efforts coupled, with other university support, will increase the retention and graduation of students with permanent and temporary disabilities. Students can apply for services online and should
upload documentation about their disability. Students without documentation can download a Disability Verification form and have a medical/psychological professional complete it, then return it to DSS. Instructions are provided online.

DSS provides a wide range of support services and accommodations related to the specific condition(s) of a student and to accessibility barriers on campus including:

- testing accommodations – extended time, low distraction room
- note takers and/or audio recording of lectures
- instructional material in accessible formats upon request, with advance notification
- accessible computers and software available for testing, studying, reading
- accessible furniture
- real-time captioning (CART) and use of assistive listening systems.
- sign-language interpreters and oral interpreters

Professional staff provide: academic, career and personal counseling; orientation and registration assistance; assistance as a liaison with sponsoring agencies (such as the Department of Rehabilitation and the Veteran’s Administration); consultation with faculty and students about accommodations.

Temporary Disabled Person (DP) parking on campus is coordinated by Parking and Transportation Services in conjunction with Disability Support Services. Faculty, staff and students with temporary disabilities that may preclude or impair walking for distances may obtain information and a short-term, campus only, Disabled Person parking permit. DSS also works with Housing to determine appropriate accommodations.

Health Education and Promotion
(657) 278-2800
www.fullerton.edu/studentwellness/health_education

Hours of Operation: Monday - Friday, 8:00 am - 5:00 pm; After hours as arranged and needed for special programming and events

Health Education and Promotion is co-located with Student Health Services and Counseling and Psychological Services on the north side of campus, between the Kinesiology and Health Science (KHS) building and Housing and Residential Life.

College can be an amazing adventure, but it can also be overwhelming. When you’re required to manage studying, relationships, staying healthy and living on your own, it’s normal to feel stressed and exhausted. But being thrown off balance from college overload presents as much of an opportunity as it does a reason for panic; college is a dress rehearsal for life itself, and the CSUF Health Education and Promotion department is dedicated to helping students regain their balance here and now.

The Health Education and Promotion Department empowers students to make healthy choices and behaviors through individual health counseling, group presentations, outreach events, and peer-to-peer education. Health Education and Promotion provides a wide range of wellness programs for students, including:

- Nutrition, healthy weight maintenance, or specialized diets
- Sexually transmitted diseases, contraceptives, and healthy sexual relationships
- Alcohol and marijuana risk reduction
- Stress management and sleep hygiene
- Wellness workshops for student organizations, housing residents, sororities and fraternities
- Volunteer and internship opportunities
- Student leadership training and national peer educator certification
- Campus events
- Wellness advocacy
- Ongoing needs assessment of health behaviors and concerns of CSUF students
- Free condoms, personal lubricant, dental dams
- Free educational pamphlets and wellness supplies
Student Health Services
(657) 278-2800
www.fullerton.edu/studentwellness/health_services
Student Health Services is co-located with Counseling and Psychological Services on the north side of campus, between the Kinesiology and Health Science (KHS) building and Housing and Residential Life.
Currently enrolled students can receive basic health services at no charge. Staffed by physicians, nurse practitioners and other healthcare professionals, the center:
♦ provides basic medical care
♦ has a laboratory and x-ray department
♦ operates a pharmacy which dispenses prescriptions and over the counter medications at cost
♦ provides specialty services including acupuncture, chiropractic, orthopedics, and optometry
♦ has a progressive physical therapy department providing rehabilitation as prescribed by a Student Health Service provider
♦ offers immunizations at a reduced fee and flu shots for free
To make an appointment, go online at www.fullerton.edu/studentwellness/health_services and use the Titan Health tab or call (657) 278-2800. Same Day and Walk-In Triage appointments are available.
In case of emergencies, please call 911. Student Health Services is not equipped to provide emergency medical care. A listing of local emergency and after-hours facilities is located outside the entrances to the Student Health and Counseling Center buildings, as well as online at www.fullerton.edu/studentwellness. Students are financially responsible for services rendered at any off-campus facility.

TITANCARD
(657) 278-3555, Pollak Library North-1st Floor
sts.fullerton.edu/TitanCard
The TitanCard is an all-purpose card that will serve as your student identification and allow you to:
♦ Check out library materials
♦ Receive discounts on campus and in the community
♦ Copy documents
♦ Gain admittance to campus activities and games
♦ Access campus computer labs
Your TitanCard serves as a stored-value card. Money that is stored on your card is called TitanTender. You can use your TitanTender to make purchases on campus for books, food, supplies, etc. Since the TitanCard allows you to spend only the amount you have on your TitanTender account, you will not have to worry about overdraft fees or interest payments. Visit our website for information on how to deposit TitanTender to your TitanCard. If you choose to open an account with U.S. Bank, the TitanCard will double as your ATM card on and off campus, and can be used as a debit card at merchants that accept Visa PIN debit. Please be aware that funds added to your TitanTender account are separate from funds added to your U.S. Bank account.

TITAN RECREATION
(657) 278-PLAY, Student Recreation Center
src.fullerton.edu
Titan Recreation, a program of the Associated Students, CSUF, Inc., serves the California State University, Fullerton campus community (students, faculty, staff and alumni) through
a variety of recreational, educational, and social opportunities. Programs and services include Intramural Sports - featuring recreational and competitive leagues and tournaments; Group Fitness - comprehensive Drop-in Fitness and Instructional Class programs; Personal Training; and Certification Courses - including First Aid, CPR, AED, and Lifeguard classes; Aquatics Programs; and a comprehensive Youth Day Camp Program each summer.

Student Recreation Center
The 95,000 square foot center opened in March 2008 and includes a three court gymnasium with an elevated jogging track, two racquetball courts, a rock wall, a dance studio, a martial arts studio, the Harvey McKee Fitness Studio, an indoor cycling studio, and an outdoor pool. In addition, 17,000 square feet are dedicated to cardio and strength training equipment featuring over 150 pieces to accommodate a variety of workout options. The SRC is also a great place to host events on campus, with available space both inside the facility and outside at the pool/pool deck available to reserve.

Group Exercise
Titan Recreation offers over 40 hours of “drop-in” fitness classes each week. Classes include yoga, Pilates, spin, cross training and more. These classes are non-credit group exercise and included as part of your Student Recreation Center (SRC) membership. Instructional classes are also offered each semester for an additional fee. Class offerings include boot camp classes, CPR, dance, martial arts, and personal training.

Intramural Sports
Intramural Sports offers opportunities to participate in sports activities on a competitive or recreational level. Sport leagues and tournaments are available in a wide variety of indoor and outdoor opportunities year round. All Intramural events are open to currently enrolled CSUF students, alumni, faculty and staff for a participation fee of $10 per semester.

Rock Wall
The Student Recreation Center features an indoor climbing wall that is suitable for all climber skill levels. The rock wall is a showcase element and is located in a highly visible space within the facility. The 1,100 square foot wall is utilized for bouldering, top rope, and lead climbing. It is 30’ high and 27’ wide and accommodates 8 top rope stations. Classes and workshops are available and “Open Climb” hours are offered weekly.

TITAN SHOPS
(657) 278-3418
titanshops.com
Titan Shops is more than just a bookstore. It is a full-service provider of textbooks, technology, and school supplies, as well as CSUF clothing and gifts. All locations are open throughout the week, or you can shop online any time. Located in the center of campus between the Pollak Library and Titan Student Union (TSU), Titan Shops’ main store also houses the SchoolsFirst Federal Credit Union, and U.S. Bank. Additional locations include two convenience stores - the Brief (Langsdorf Hall) and the Yum (TSU) - where students will find a variety of snacks, drinks, and basic supplies including scantrons and blue books. There are also 3 vending machines: Shop24 (south side of Humanities Building), stocked with food and drinks, and two scantron machines (1st floor of College Park & 2nd floor of Mihaylo Hall). The Irvine store (IRVC 104) carries textbooks, supplies, and CSUF merchandise, along with food and drinks.
Take advantage of great deals and programs offered at Titan Shops including:
◆ Low Cost Course Materials - From rental books, to a Lowest Price Guarantee, to buyback and digital options, Titan Shops has saved students over $27 million on course materials since 2007.
◆ Show Your Titan Pride - Titan Up in all things Fullerton with a great selection of CSUF merchandise and gifts. Be sure to sign up on the Titan Shops Facebook and email list for special savings and advance notice of events.
**Titan Tech & Office** - Introduced in Fall 2013, the Titan Tech Service Center provides in-house repairs on Apple products. Additional services include a trade-in program and educationally discounted hardware and software. Students will also find great deals on school, art, and engineering supplies.

Other services offered by Titan Shops:
- Special orders are accepted in all departments
- Year-round Textbook Buyback
- All requested course materials stocked
- Class rings, caps and gowns, and graduation announcements
- Gift Cards available for Titan Shops
- Titan Tech Center –Recommended Buy by Major, and Service Repair Center

Titan Shops is a division of CSU Fullerton ASC, a non-profit corporation, with proceeds supporting CSUF programs and services

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**TITAN STUDENT UNION (TSU)**

**(657) 278-2468**

tsu.fullerton.edu

The Titan Student Union (TSU), a program of the Associated Students, CSUF, Inc., is the campus center for social, cultural, and recreational programs and services. Check out the TSU for a place to study, eat, relax, and much more! The many programs and services offered throughout the TSU include:

**Arts Program**
The TSU encourages artistic awareness by coordinating short-term student exhibits in the Center, Atrium, and Plaza Galleries. Through the Art Acquisition program, the TSU is home to a collection of over 100 pieces of student artwork displayed throughout the building.

**ATMs**
ATMs from Bank of America, SchoolsFirst Federal Credit Union, Chase Bank, and Wells Fargo are available just outside the main entrance of the TSU.

**Becker Amphitheatre**
Built by the Associated Students, Inc., Becker Amphitheatre is located southeast of the TSU and hosts weekly noontime concerts, theater productions, and other live events. The Becker Amphitheatre can be reserved through the University Conference Center office.

**Discount Tickets**
The TSU Information & Services Desk in the main lobby offers discount tickets for theme parks, movies, local sports, and ticketed CSUF events.

**Food Services**
The food court offers a variety of choices including Togo’s, Panda Express, Round Table Pizza, The Fresh Kitchen, Baja Fresh, Juice It Up!, and The Cup (Starbucks Coffee and bakery items). The Yum, located in the TSU main lobby, is the place to pick up quick snacks, drinks, supplies, and more. Visit the lower level for Round Table Pizza in the TSU Pub.

**Group Study Rooms**
Study rooms are available for groups of three or more students. Gather your group and bring your Titan Cards to the Information & Services Desk to check out a room for up to four hours.

**Information and Services**
Located in TSU-133, Information and Services has the answer to most questions about CSUF. Purchase tickets to area theme parks and attractions, as well as campus events; retrieve belongings from “lost and found”; and get general campus information and directions.

**Late Night Study**
Beginning the third week each fall and spring semester, the main level of the TSU is open only to students from 10 p.m. – 2 a.m., Sunday – Thursday. Late Night Study gives students an on-campus option for studying in a safe & quiet environment. (A valid TitanCard is required.)
Lounges and Mainframe Computer Lounge
The many lounge and study areas throughout the TSU offer a comfortable place to study or relax. Wi-Fi is available throughout the building and the Mainframe Computer Lounge, located on the main level, offers both PC and Mac computers. The lounge also offers soft chairs, magazines, and music. If you prefer a more active environment when you study, this might be the place for you.

Titan Bowl & Billiards
This eight lane bowling center, video arcade, billiards area, and big screen TV lounge is located on the lower level of the TSU and offers fun and entertainment between or after classes. Visit titanbowl.fullerton.edu for information on tournaments and special events held throughout the year. The TBB is also a great place to host an event, and recognized CSUF student clubs and organizations are eligible to reserve one complimentary event per semester.

University Conference Center
This office provides meeting/event facilities and related services in the TSU for student groups, faculty/staff groups, and the surrounding community. Visit the UCC’s event planning staff to schedule TSU facilities for your student organization’s meetings, workshops, banquets, and other events. Available locations include the Becker Amphitheatre, Titan Theater and Atrium, and the TSU Pavilion.

UNIVERSITY HONORS PROGRAM
(657) 278-7440, Pollak Library South 194
www.fullerton.edu/honors
Designed to create an enriched learning environment for academically-talented students, this academic program offers special seminars, high interaction with excellent faculty, and opportunities for students to enhance their leadership abilities by actively participating in program activities. In order to graduate with University Honors recognition on transcripts and diplomas, a student must: be accepted into the University Honors Program, complete 24 units of honors coursework, achieve a minimum grade-point average of 3.5, and complete a senior honors project.

Interested students must apply directly to the University Honors Program. Applications are accepted for all incoming first-year students in the spring for the following fall. Transfer students and current CSUF students are also welcome to apply at any time, though they must meet eligibility requirements and be able to complete the program requirements prior to graduation.

We are located in the Center for Scholars where University Honors Program students have access to a study lounge with computers and printing.

UNIVERSITY OUTREACH AND NEW STUDENT PROGRAMS
(657) 278-2501, University Hall 178 and Langsdorf Hall 540
www.fullerton.edu/nsp
University Outreach and New Student Programs designs services to meet the needs of prospective, new and continuing Cal State Fullerton students and their families. Programming is focused on outreach, recruitment, and assisting students with the successful transition and navigation through the college experience at CSUF. We encourage prospective, new and continuing students, as well as their families, to get involved in the following:
♦ Campus Tours (Daily tours are offered Monday-Friday, some Saturdays) Group tours by appointment; Virtual campus tour available at www.fullerton.edu/virtualtour
♦ New Student Orientation (Academic advisement, course scheduling and registration)
♦ Student Life Experience (Overview of student services, activities and resources)
♦ Transfer Orientation (Academic advisement, campus resources and student services)
♦ Student and Visitor Information Services (Available at UH-178)
♦ Transfer Center (LH 501-B)
♦ One of our many student leader opportunities within our department!
UNIVERSITY POLICE
(657) 278-2515 (non-emergency); 911 (emergency), UPD
Monday - Sunday, 24 hours a day, including holidays
The University Police Department provides law enforcement and safety-oriented services for California State University, Fullerton. Vested with full law enforcement powers and responsibilities identical to local police departments in the community, our officers meet training requirements mandated by the California Commission on Peace Officers Standards and Training, and the department has been accredited by the Commission on Accreditation for Law Enforcement Agencies. University Police officers are responsible for investigating crimes, issuing traffic citations and responding to medical and fire emergencies and traffic accidents, as well as other incidents that require police assistance. In an emergency, you can reach the University Police by dialing 9-1-1 from a campus or cell phone.
Services provided include:
♦ Crime prevention presentations on personal safety, and awareness programs to include rape prevention, narcotics, alcohol, stalking and identity theft to better educate the campus community about crime prevention.
♦ RAD – Rape Aggression Defense classes which teach women rape prevention and avoidance strategies, as well as self-defense techniques.
♦ Safety Escort Service – provided for your safety during the evenings and throughout the night by the Community Service Officer Program.
♦ Live-Scan Fingerprinting and Key Requests – available Monday through Friday, 8:00 am - 5:00 pm, and Saturday, 8:00 am – 1 pm.
As required by the Jeanne Clery Act, the University’s Annual Security and Fire Safety Report and crime statistics for the past three calendar years are available online at police.fullerton.edu or by requesting a copy at the University Police Department. The University Police will issue timely warnings to the campus community on crimes considered to be a threat to students or employees.
All members of the campus community play an important role in ensuring a safe campus community. It is a willingness to look out for one another, to report suspicious activities immediately to the University Police, and to be involved in the safety and security of the Cal State Fullerton campus.

VETERANS RESOURCE CENTER
(657) 278-8660 OR (657) 278-2373, University Hall 230
www.fullerton.edu/veterans
Monday - Friday, 8:00 am - 5:00 pm; Evenings by appointment
Veterans Resource Center (VRC) assists active and reserve military, veterans and dependents at California State University, Fullerton in successfully navigating the academic environment through programs, guidance, support services, campus and community resources and the certification of veterans and dependents educational benefits. VRC is committed to offering comprehensive and personalized services within a unique learning community that facilitates the student’s social and academic integration from admission to achieving their academic and professional goals.
Services, Programs and Resources
♦ Study room equipped with computers and printers
♦ Veterans Welcome and Information session
♦ Sponsorship program
♦ Veterans discussion group
♦ Women veterans community
♦ English and math peer-to-peer tutoring
♦ Guidance and support counseling
♦ On and off campus resources and referrals
♦ Career readiness preparation and support
♦ Certification of veterans and dependents educational benefits
♦ Pre admission assistance for prospective student veterans
WOMEN'S CENTER
(657) 278-3928, University Hall 205
Monday & Friday- 8:00am 5:00 pm; Tuesday – Thursday- 8:00 am - 7:00 pm
The WoMen's Center is a resource center for both women and men on campus. Each semester, the center provides an extensive series of workshops, speakers, and films on the topics of gender and culture for the purpose of disseminating information on the status of women and men in today's society. The center offers resource information, student involvement opportunities, advocacy services and referrals on many issues including intimate partner violence, sexual assault, sexual harassment, and gender inequity. Additional services include internships as well as cultural and growth-oriented discussion groups.
CAMPUS POLICIES & PROCEDURES RELATED TO STUDENT LIFE

All California State University, Fullerton students are expected to be aware of and educated about relevant campus policies and procedures governing their membership in the academic and co-curricular communities at California State University, Fullerton. Every student is encouraged to thoroughly review his/her Student Handbook (www.fullerton.edu/handbook), the University Catalog (www.fullerton.edu/catalog), the university website (www.fullerton.edu), and the Associated Students, CSUF, Inc. website (asi.fullerton.edu). In addition, all University Policy Statements (UPS) are available for review in the Academic Affairs office (www.fullerton.edu/senate). Questions about university policy related to students can be directed to the Dean of Students Office, (657) 278-3211, Titan Student Union 235. The following are selected policies that govern the general student body.

STUDENT RIGHTS AND RESPONSIBILITIES

Introduction

Our colleges and universities bear a special obligation to serve as exemplars of respect for individuals. Such respect underlies the trust relationship that is the foundation of our free institutions. Such respect must also underlie the university-student relationships if both are to progress. Such a relationship cannot thrive when insufficient attention is given to the issue of students’ rights and responsibilities.

The Student Rights and Responsibilities rely heavily upon the concept that the student-faculty relationship is a partnership that is one of co-learning toward common objectives. The University believes that our community of learning has an equal responsibility to all of its members; indeed it cannot exist without the contribution of each.

The following rights and responsibilities will mean nothing unless a relationship of trust exists among the students, administration, and faculty of California State University, Fullerton.

Academic institutions exist for the transmission of knowledge, the pursuit of truth, the intellectual growth of their members, and the general well-being of society. Free inquiry and free expression are indispensable to the attainment of these goals. As members of the academic community, students should be encouraged to develop critical judgment and to engage in a sustained and independent search for truth. Since freedom of inquiry and expression are meaningless if freedom of expression does not include freedom to act, the academic community must not only permit but should also encourage all forms of action which do not interfere with the rights of other individuals or groups or with the essential functions of the academic community.

An academic community which fosters freedom may find itself in conflict with other segments of society, for freedom stimulates the passion for creation, experiment, and change. Only by choosing the course that vigorously defines rights and freedom while maintaining responsibilities can a university truly keep its pledge to the scholars of the past and to those of the future.

The relationship between California State University, Fullerton and its students must be viewed in the light of the function of the university to transmit to its students the civilization of the past, to enable them to take part in the civilization of the present, and to contribute to the civilization of the future.

In this great pursuit, the student must be viewed as an individual who is most likely to attain maturity as a critical thinker, if left free to make personal decisions and to exercise the rights, as well as shoulder the responsibilities, of citizenship on and off the campus.

It is the policy of California State University, Fullerton to create and maintain an environment that values diversity, respects human dignity, is hospitable, equitable, and
tolerant, and in which all persons are free from all forms of invidious discrimination or discriminatory harassment.

California State University, Fullerton challenges and summons its students, faculty, staff, and administration to promote a hospitable and equitable learning environment for all persons; asserts that tolerance for diversity shall be the norm for behavior on the part of all who are present on the campus; discourages the use of derogatory or disparaging language and other forms of expression; and, particularly, condemns those who insult persons on the basis of race, ethnicity, national origin, ancestry, citizenship, religion, creed, sex, sexual orientation, marital status, age, disability, or veteran status.

This document provides a statement of general policy concerning the rights and responsibilities of students. The rights enumerated in this document are not to be interpreted as excluding other rights commonly accepted in the academic community. The responsibilities outlined in this document are not to be interpreted as the sole responsibilities of a CSUF student. Other official university documents such as the University Catalog, course schedule, and student handbook also outline student responsibilities and rights.

RIGHTS

1. Right of Freedom of Expression
   a) Every aspect of the educational process should promote the free expression of ideas. Students are free to pass resolutions, distribute leaflets, picket, circulate petitions, discuss, and take other lawful action respecting any matter, which directly or indirectly concerns or affects them, subject only to reasonable time, place and manner considerations.
   b) Students have the right of freedom of speech and assembly. They may publicly assemble to demonstrate support for or opposition to causes or candidates. University control of campus facilities shall not be used to prevent the free exchange of ideas. The prescribed areas of public assembly shall not be isolated from the natural gathering points of the University.
   c) Students are free to invite and hear speakers of their choice.
   d) Students are free to express reasoned verbal exception to the data or views offered in courses of study and to reserve personal judgment as to the truth or falsity of what is presented.

2. Right of Fair and Equal Evaluation
   a) Students have the right to a just measurement of their performance by the professor. Instructors shall take no action to penalize students because of their opinions or because of their conduct outside the classroom. This right holds also for such matters as confidential evaluations, consideration of advancement to degree candidacy, and continuance in a major.
   b) Students shall have protection through orderly procedures against prejudiced, capricious or arbitrary academic evaluation. The method of grading by professors shall be made known to students. Students can expect that faculty will be willing to explain and discuss any grade, and students have the right to appeal any grade.

3. Right of Input into University Governance and Instructional Programs
   The functioning of the educational community requires an awareness of mutual responsibility, understanding, trust, and respect in order that all its members may actively contribute to the development of policies and programs. This purpose shall be achieved through continuous cooperation within the educational community.
   a) Students shall be free individually and collectively to express their views on issues of institutional policy and on matters of interest to the student body. Students are guaranteed the right of participation in those aspects of university governance which relate to the interests of the student body.
b) Students shall have an active voice in (1) the making of University policy and procedure affecting their co-curricular activities or academic affairs, and (2) the formulation and implementation of standards of student conduct.

4. Right of Free Association
Students are free to organize and join associations to promote common interests. Affiliation with an extra-mural organization will not disqualify a student organization from University recognition.

a) Student organization leaders have the right to determine the role of the faculty or staff advisor and to describe this role in appropriate governing documents. Student organizations that wish to access a certain level of privileges may be required to have a faculty or staff advisor. However, it should be noted that advisors will not be held responsible for organizational activities over which they do not have authority or control.

b) Institutional recognition will be granted to all student organizations provided stated goals and proposed activities are legal and consistent with University rules and regulations.

c) Student organizations shall not be required to submit a list of membership. A list of formal representatives of the organization is required for informational purposes only.

d) Student organizations shall be open to all students without respect to race, religion, gender, age, national origin, disability, or sexual orientation, except for religious qualifications, which may be required by organizations whose aims are primarily sectarian. Greek-letter social organizations are exempt from the gender discrimination provision as per federal law.

e) Student organizations may be held accountable for the individual actions of their members if such acts are directly related to the student organization or if other student organization members were aware of the acts and did not take appropriate action to stop or prevent them.

5. Protection Against Improper Disclosure

a) Information about student views, beliefs, and political associations which University employees acquire privately in the course of their work as instructors, advisors, and counselors shall be considered confidential. Since improper disclosure of this information could have a damaging effect to the environment of free inquiry and expression necessary to quality higher education, protection against improper disclosure of confidential information regarding students is a professional obligation of faculty members and administrative staff.

b) Student records will be released only under legal compulsion or the written request of the student involved. If records are subpoenaed, the student shall receive the same information and the name of the subpoenaing agency.

c) Information from student educational records will be considered confidential in accordance with the Family Educational Rights and Privacy Act.

d) When a student has been found responsible for a violation of University standards through Student Conduct, a disciplinary record (separate from the student’s academic record) will be maintained in a confidential file in the Dean of Students office, Student Conduct, for a minimum of seven years. If a student is suspended or expelled from the University, the file shall be kept permanently. Probation and suspension are noted on the student’s academic record during the term of the probation or suspension. A permanent notation will be made on the student’s academic record if he or she is expelled from the University. If a student is found not responsible, all files will be purged.

e) Disciplinary records are considered education records under the Family Educational Rights and Privacy Act and as such can only be released in accordance with those regulations.
6. Right of Use of Facilities and Resources
   a) Student organizations shall be provided access to the campus’ resources and facilities in accordance with the policies and procedures specified in the Facility Use Manual and other Campus Policy.
   b) Campus facilities will be made available to all recognized student organizations on a non-discriminatory basis.

7. Right of Access to Relevant Education
   a) Students are entitled to an atmosphere conducive to learning and to equitable treatment in all aspects of the teacher-student relationship. Faculty must be mindful of the potential intimidating effect in the unequal power relationship between teacher and student. Faculty members shall not refuse to enroll or teach students on the grounds of their beliefs or the possible uses to which they may put the knowledge gained in a course. The student shall not be forced by the authority inherent in the instructional role to make particular personal choices as to political action or his/her own part in society.
   b) Students have the right to expect appropriate instruction under the guidance of the instructor at the times scheduled except in mitigating circumstances. Repeated non-performance or repeated lack of preparation by the instructor violates this right.
   Teaching plays a primary role in the advancement of learning. Students have a vested interest in the nature and quality of instruction; therefore, their evaluation of teaching shall be a criterion considered in faculty promotion and tenure. Freedom to teach and to learn implies that faculty members have the right to determine the specific content of their courses within the established course definitions, and have responsibility not to depart significantly from their areas of competence or to divert significant time to material extraneous to the subject matter of their courses.

8. Right to Freedom of the Press
   a) It is the right and duty of the communications media on this campus to present news, opinion, and editorial comment and to provide a forum for the free exchange of ideas. At the same time, individuals operating and individuals contributing to these media are bound to recognize that these rights are to be practiced within the limits of prevailing law, University policies, and the canons of journalism.
   b) Students using media, such as broadcasting, film, and print, including pamphlets, handbills and circulars are guaranteed freedom from censorship. Those originating communications should be left free to exercise their own best judgment in the selection of materials. Neither a faculty member nor an administrator should exercise veto power over what may be disseminated.

9. Right of Due Process
   a) The student shall have the right of due process.
   b) Disciplinary actions against students are governed by the Executive Order No. 1098 Student Conduct Procedures (http://calstate.edu/eo).
   c) The student shall be considered innocent until proven responsible for a violation of University Standards. The status of a student in most cases will not be altered and disciplinary sanctions will not be initiated until completion of the disciplinary process. However, interim action may be initiated by the President, where there is reasonable cause to believe that it is required to protect safety or property and to ensure the maintenance of order.
   d) Activities of students may result in violations of the law, and students who violate the law may incur penalties prescribed by civil authorities. However, the University reserves the right to review such incidents independent of action by civil authorities, recognizing that the University’s authority and its disciplinary
process serve its educational mission and interest, a function separate from action by civil authorities.

RESPONSIBILITIES

A. The University

It is the responsibility of the University faculty and administration to act in a manner which benefits the students at California State University, Fullerton. It is also their responsibility to uphold the rights of students and to obey the letter and the spirit of such rights. If any student has evidence a member of the faculty or administration acts in a way which violates students’ rights as addressed in this document, the student is urged to consult first with the faculty/staff member, if appropriate. If necessary, the student should then consult with the appropriate supervisors or administrators at higher levels of responsibility. If the student is not satisfied with the results of this consultation process, he/she may request a hearing before the Student Academic Life Committee. This Committee will make its recommendations on the merits of the case and on subsequent actions to the appropriate Vice President(s).

It shall be the responsibility of the Office of the Vice President for Student Affairs and the Dean of Students Office to disseminate this policy. It shall be understood that these offices will develop more specific guidelines and procedures to administer and monitor the intent of this policy.

B. Students

Just as students have rights in the academic community, they also have responsibilities. Students’ rights exist primarily to meet their educational responsibilities. All students are expected to be responsible for their own learning. They therefore must be aware of university requirements and policies concerning academic procedures including prerequisites for courses, deadlines for withdrawing from class, etc. They should also consult appropriate faculty and staff to assist in accomplishing their academic goals.

In order to be current with policies and procedures, students have a duty to keep their personal data with the University up to date.

Since the University exists within the framework of a larger community which expects its members to conform to civil and criminal laws without special privilege, students whose actions are reviewed by outside authorities may be held accountable under both the University’s jurisdiction and such other legal process.

1. Responsibilities: Right of Freedom of Expression
   a) Students’ are expected to exercise free expression in a context of common sense and good judgment.
   b) Students’ actions should not interfere with the rights of others or the function of the University.
   c) Students are expected to respect the intellectual views of faculty and the reasoned process of academic debate.

2. Responsibilities: Right of Fair and Equal Evaluation
   a) Students are expected to evaluate faculty and student team members fairly and responsibly. Anonymous evaluations must solely focus on academic criteria and not on the basis of opinions and conduct in matters unrelated to academic performance.

3. Responsibilities: Right of Substantial Input into the Determination of University Governance and Instructional Programs
   a) Students have the responsibility to participate fully in University governance, including serving on Campus Committees and voting in ASI elections. In undertaking such responsibilities, students must conduct themselves appropriately and abide by established procedures.
   b) Students who serve on university committees are expected to be informed fully about their duties and relevant issues.
4. Responsibilities: Right of Free Association  
   a) Student organizations’ goals and activities must be consistent with University standards, policies, and legal requirements.  
   b) It is the responsibility of student organizations to make clear in their public expressions that they speak only for themselves.  
   c) Student organizations may be held accountable for the acts of their members if such acts are directly related to the student organization or if members were aware of the acts and did not take appropriate action to stop or prevent them.

5. Responsibilities: Protection Against Improper Disclosure  
   a) Students have a responsibility to protect any student information which they may receive in the course of any position at the University.  
   b) Students have a responsibility to keep confidential any information that they may obtain that is protected under relevant privacy law and policies.

6. Responsibilities: Right of Use of Facilities and Resources  
   a) Student organizations and individual students must utilize university facilities and resources in a responsible manner that forwards the educational mission of the University.  
   b) Student organizations and individual students may be held financially responsible for any damage incurred by the use of University facilities.

7. Responsibilities: Right of Access to Relevant Education  
   a) Students have the responsibility to seek academic advisement throughout their enrollment at the University.  
   b) Students are expected to learn the material in each enrolled class, and master the skills required to meet their educational goals  
   c) Students are expected to be adequately prepared for class.  
   d) It is the responsibility of the student to meet appropriate standards of academic performance and classroom conduct as stated by the instructor.  
   e) Students are expected to demonstrate competency in analytical and critical thinking, as well as effective oral and written communication.  
   f) Students share responsibility for monitoring standards of academic performance and classroom conduct conducive to the learning process.  
   g) It is the shared responsibility of students to uphold the academic integrity of the university.  
   h) Students may not interfere with or disrupt the learning and teaching environment.

8. Responsibilities: Right to Freedom of the Press  
   a) Students operating and contributing to campus media must recognize that their rights must be practiced within the limits of the law and the canons of journalism.

9. Responsibilities: Right of Due Process  
   b) Students are expected to know and abide by the University’s standards of behavior as articulated in the Student Handbook and in related policy statements.  
   c) In the University, as elsewhere, ignorance is not an acceptable justification for violating University standards.  
   d) Students are responsible for understanding their rights in disciplinary matters and consulting with appropriate staff members.

In addition to the specific responsibilities arising in connection with these rights, students bear a general responsibility to support this institution's effort to maintain a spirit of free inquiry and respect for the rights of others. This responsibility arises from the fact that students are the present beneficiaries of that traditional spirit and are best positioned to preserve, improve, and transmit it to future generations. This responsibility imposes a duty on students not only to refrain from conduct which obstructs such effort of the institution but also to support those aspects of institutional discipline designed to deter or prevent such conduct.

*UPS 300.000, Effective: June 16, 2015*
STUDENT PRIVACY AND EDUCATION RECORDS
President's Directive No. 17

I. Directive
The Family Educational Rights and Privacy Act ("FERPA") and California State University Executive Order 796 ("EO 796") afford students the right to inspect and review their education records; request amendment of an education record believed to be in error or misleading; limit disclosure of personally identifiable information contained in an education record; and file a complaint with the U.S. Department of Education concerning alleged failures by the University to comply with FERPA. Should a conflict arise between FERPA or EO 796 and this directive, FERPA or EO 796 will take precedence.

II. Authority

III. Scope
This directive applies to the records of any student who is attending or has attended the University. They do not apply to records of applicants for admission who are denied acceptance or, if accepted, do not attend the University.

IV. Definitions
A. Directory Information. A student’s name, date and place of birth, permanent and local address, University-recognized e-mail address, telephone number, class level, enrollment status, major(s), minor(s), dates of attendance, degrees and awards received, previous educational institutions attended, and past and present participation in recognized activities. Directory information also includes weight and height if student is an athletic team member.

B. Legitimate Educational Interest. A school official has a “legitimate educational interest” if the official must review an education record to fulfill their professional responsibility. The University faculty or staff member responsible for maintaining the requested record is responsible for determining whether a school official has a legitimate educational interest.

C. School Official. A University or CSU system employee or volunteer in an administrative, academic, research or staff position, including law enforcement unit personnel and health staff; an individual or entity with whom the University has contracted to act for the institution or to provide services the institution would otherwise perform for itself, such as an attorney, auditor, or collection agent; an individual, including a student, serving on a CSU System or University committee, such as a disciplinary or grievance committee, or assisting another school official in performing their professional responsibility.

V. Implementation
A. School officials with a legitimate educational interest may access student records. In addition to school officials with a legitimate educational interest, the University may disclose Directory information (defined in Section IV. A), depending on the nature of the request and depending on the release category selected by a student. Students may choose to limit the release of their Directory information as described below:

1. Permit release of all Directory information. Unless restricted by a student, the University may release a student’s Directory information at any time to any requesting party, including the military and for the development of University-affiliated marketing programs. This is the default category for release of information.

2. Permit release only "Verification" information. This sub-category of Directory information consists of a student's name, class level, enrollment status, major(s), minor(s), degrees and awards received, dates of attendance and University-recognized e-mail address. The University may release this information in response to requests, including but not limited to those from
campus auxiliaries, financial lenders, employers, the military or insurance companies for verification of degree and enrollment information; for inclusion in Commencement and honors materials. Students who release only "Verification" information will be excluded from all University directories, printed or electronic, that the University may produce or publish.

3. **Withhold release of all Directory information.** Withholding the release of all Directory information means that the student will be excluded from all University directories and publications that the University may produce or publish, including Commencement and honors materials, and the University will not verify degree, dates of attendance or enrollment information without the prior written consent of the student. There will be no release to the military or for marketing programs.

B. Students wishing to review their education records must make a written request to the Vice President for Student Affairs. Requested education records as defined by FERPA will be made available for review within 45 working days of the request. Reasonable charges for copy costs will be applied.

C. The University notifies students of their FERPA rights in its course catalog, university website, and annually via electronic mail.

D. Students who believe their rights have been abridged may make a request in writing seeking assistance from the Vice President for Student Affairs, Langsdorf Hall 805, or The Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Ave., S.W., Washington, D.C., 20202-4605.

VI. **Accountability**

A. The University will review bi-annually its information practices concerning student records to assess its compliance with FERPA, CSU Executive Order 796 and this directive. The Vice President for Student Affairs is responsible for ensuring the completion of these reviews.

B. Any school official requiring access to student records must meet all training requirements established. This training must be completed prior to access being granted.

C. Individuals who violate this directive are subject to appropriate disciplinary action pursuant to the applicable collective bargaining agreement and/or administrative policies or procedures.

D. The contact for questions concerning this Directive is the Vice President for Student Affairs or his/her designee.

*President's Directive No. 17, Effective: March 17, 2011*

**A COMMITMENT TO CIVILITY AT CSUF**

As members of the University community, we are committed to ensuring an environment where learning and the creation and dissemination of knowledge are foundational goals and where freedom of speech and expression is viewed as an essential characteristic of a community of scholars. To reach these goals it is imperative that we foster a climate where civility is valued, appreciated, and expected and where all members of the community are treated with dignity, respect, and care.

"Civility" comes from the Latin noun *civilitas* which has several meanings - namely "citizenship," "the body of citizens," "the city-state," "friendliness," "affability," and "geniality," - and, thus, may be equaled with courtesy - a style and manner that elevates human interaction and discourse. Civility is apparent when we are aware of the impact that our communications, practices, and behaviors have on others and when we acknowledge each person’s worth, cultural perspective and unique contributions to the community.

Establishing a civil climate is a shared responsibility of all community members - students, faculty, staff, and administrators. Civility is the expression of respect for others and for the tasks we share. It is best modeled through a willingness to listen to alternative views, respecting diversity and encouraging ideas. It is our belief that differences of opinion
should reside within a framework of respectful discourse and lead to mutual understanding. Therefore, we believe that civility is a cornerstone of our university mission and values, and we reaffirm our commitment to civility on the campus - both inside and outside the classroom. We will both individually and collectively strive to treat each other with dignity, respect, and care in all of our interactions.

UNIVERSITY STUDENT CONDUCT

Introduction
Students are expected to make themselves aware of and abide by the university community’s standards of behavior as articulated in this section, the University Catalog, and other regulations of the university. Students accept the rights and responsibilities of membership in the Cal State Fullerton community when they are admitted to the university. At the university, as elsewhere, ignorance of the standards is not an acceptable justification for violating community standards.

Because the functions of a university depend on honesty and integrity among its members, the university expects from its students a higher standard of conduct than the minimum required to avoid disciplinary action.

Activities of students may result in violation of law, and students who violate the law may incur penalties prescribed by civil authorities. However, the university reserves the right to review such incidents independent of action by civil authorities, recognizing that the university’s authority and its disciplinary process serve its educational mission and interest, a function separate from action by civil authorities.

A. California State University Regulation- Section 41301: Standards for Student Conduct

1. Campus Community Values
The University is committed to maintaining a safe and healthy living and learning environment for students, faculty, and staff. Each member of the campus community should choose behaviors that contribute toward this end. Students are expected to be good citizens and to engage in responsible behaviors that reflect well upon their university, to be civil to one another and to others in the campus community, and contribute positively to student and university life.

2. Grounds for Student Discipline
Student behavior that is not consistent with the Student Conduct Code is addressed through an educational process that is designed to promote safety and good citizenship, and, when necessary, impose appropriate consequences.

The following are the grounds upon which student discipline can be based:

a) Dishonesty, including:
   ◆ Cheating, plagiarism, or other forms of academic dishonesty that are intended to gain unfair academic advantage.
   ◆ Furnishing false information to a University official, faculty member, or campus office.
   ◆ Forgery, alteration, or misuse of a University document, key, or identification instrument.
   ◆ Misrepresenting one’s self to be an authorized agent of the University or one of its auxiliaries.

b) Unauthorized entry into, presence in, use of, or misuse of University property.

c) Willful, material and substantial disruption or obstruction of a University-related activity, or any on-campus activity.

d) Participating in an activity that substantially and materially disrupts the normal operations of the University, or infringes on the rights of members of the University community.
c) Willful, material and substantial obstruction of the free flow of pedestrian or other traffic, on or leading to campus property or an off-campus University related activity.

f) Disorderly, lewd, indecent, or obscene behavior at a University related activity, or directed toward a member of the University community.

g) Conduct that threatens or endangers the health or safety of any person within or related to the University community, including physical abuse, threats, intimidation, harassment, or sexual misconduct.

h) Hazing, or conspiracy to haze. Hazing is defined as any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university or other educational institution in this state (Penal Code 245.6), and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm, to any former, current or prospective student of any school, community college, college, university or other educational institution. The term “hazing” does not include customary athletic events or school sanctioned events. Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.

i) Use, possession, manufacture, or distribution of illegal drugs or drug-related paraphernalia, (except as expressly permitted by law and University regulations) or the misuse of legal pharmaceutical drugs.

j) Use, possession, manufacture, or distribution of alcoholic beverages (except as expressly permitted by law and University regulations), or public intoxication while on campus or at a University related activity.

k) Theft of property or services from the University community, or misappropriation of University resources.

l) Unauthorized destruction, or damage to University property or other property in the University community.

m) Possession or misuse of firearms or guns, replicas, ammunition, explosives, fireworks, knives, other weapons, or dangerous chemicals (without the prior authorization of the campus president) on campus or at a University related activity.

n) Unauthorized recording, dissemination, or publication of academic presentations (including handwritten notes) for a commercial purpose.

o) Misuse of computer facilities or resources, including:
   ♦ Unauthorized entry into a file, for any purpose.
   ♦ Unauthorized transfer of a file.
   ♦ Use of another's identification or password.
   ♦ Use of computing facilities, campus network, or other resources to interfere with the work of another member of the University community.
   ♦ Use of computing facilities and resources to send obscene or intimidating and abusive messages.
   ♦ Use of computing facilities and resources to interfere with normal University operations.
   ♦ Use of computing facilities and resources in violation of copyright laws.
   ♦ Violation of a campus computer use policy.

p) Violation of any published University policy, rule, regulation or presidential order.

q) Failure to comply with directions or, or interference with, any University official or any public safety officer while acting in the performance of his/her duties.
r) Any act chargeable as a violation of a federal, state, or local law that poses a substantial threat to the safety or well-being of members of the University community, to property within the University community or poses a significant threat of disruption or interference with University operations.

s) Violation of the Student Conduct Procedures, including:
   ◆ Falsification, distortion, or misrepresentation of information related to a student discipline matter.
   ◆ Disruption or interference with the orderly progress of a student discipline proceeding.
   ◆ Initiation of a student discipline proceeding in bad faith.
   ◆ Attempting to discourage another from participating in the student discipline matter.
   ◆ Attempting to influence the impartiality of any participant in a student discipline matter.
   ◆ Verbal or physical harassment or intimidation of any participant in a student discipline matter.
   ◆ Failure to comply with the sanction(s) imposed under a student discipline proceeding.

t) Encouraging, permitting, or assisting another to do any act that could subject him or her to discipline.

4. Procedures for Enforcing This Code

The Chancellor shall adopt procedures to ensure students are afforded appropriate notice and an opportunity to be heard before the University imposes any sanction for a violation of the Student Conduct Code.

5. Application of This Code

Sanctions for the conduct listed above can be imposed on applicants, enrolled students, students between academic terms, graduates awaiting degrees, and students who withdraw from school while a disciplinary matter is pending. Conduct that threatens the safety or security of the campus community, or substantially disrupts the functions or operation of the University is within the jurisdiction of this Article regardless of whether it occurs on or off campus. Nothing in this Code may conflict with Education Code Section 66301 that prohibits disciplinary action against students based on behavior protected by the First Amendment.

B. CSUF Academic Dishonesty Policy

Academic dishonesty includes but is not limited to cheating on examinations or assignments, unauthorized collaboration, plagiarism, falsification/fabrication of university documents, any act designed to give unfair academic advantage to the student (such as, but not limited to, submission of essentially the same written assignment for two courses without the prior permission of the instructor), assisting or allowing any of these acts, or the attempt to commit such acts.

Cheating is defined as the act of obtaining or attempting to obtain credit for work by the use of any dishonest, deceptive, fraudulent, or unauthorized means. Examples of cheating include, but are not limited to, the following: using notes or aides (including electronic devices) or the help of other students on tests and examinations in ways other than those expressly permitted by the instructor, or any acts which defeat the intent of an examination, plagiarism as defined below, and collaborating with others on any assignment where such collaboration is expressly forbidden by an instructor. Violation of this prohibition of collaboration shall be deemed an offense for the person or persons collaborating on the work, in addition to the person submitting the work. Documentary falsification includes forgery, altering of campus documents or records, tampering with grading procedures (including submitting altered work for re-grading), fabricating lab assignments, or altering or falsifying medical excuses or letters of recommendation.
Plagiarism is defined as the act of taking the work (words, ideas, concepts, data, graphs, artistic creation) of another whether that work is paraphrased or copied in verbatim or near verbatim form and offering it as one’s own without giving credit to that source. When sources are used in a paper, acknowledgment of the original author or source must be made through appropriate citation/attribution and, if directly quoted, quotation marks or indentations must be used. Improper acknowledgment of sources in essays, papers, or presentations is prohibited.

The initial responsibility for detecting and dealing with academic dishonesty lies with the instructor concerned. An instructor, who believes that an act of academic dishonesty has occurred, is obligated to discuss the matter with the student(s) involved. The instructor should possess reasonable evidence with respect thereto, such as documents or personal observation. In this meeting, and throughout the process, every effort should be made to preserve the integrity of the educational relationship between instructor and student. The student should be given the opportunity to respond to the complaint. If the violation is discovered during the offering or grading of the final exam, the instructor may assign a mark of “RP” until the instructor has an opportunity for such a meeting. Also because the student may challenge the allegation, he or she must be allowed to attend all classes and complete all assignments until the appeal process is complete. When necessary, such discussion may be conducted by telephone or electronic mail.

However, if circumstances prevent consultation with student(s), the instructor may assign an appropriate academic sanction (subject to student appeal). An instructor who is convinced by the preponderance of the evidence (the greater weight of the credible evidence) that a student is responsible for academic dishonesty, shall:

1. Assign an appropriate academic penalty, including, but not limited to: oral reprimand; “F” or “O” on the assignment; grade reduction on assignment or course; or “F” in the course. Factors to take into consideration in assigning a grade sanction include: normative sanctions for comparable acts, severity of the offense (academic gain or potential academic gain if the action had gone undetected), harm or potential harm to other students in the class, premeditation of the act.

2. Report to the student(s) involved, to the department chair, and to the Dean of Students office, Student Conduct, the alleged incident of academic dishonesty, including relevant documentation, actions taken by the instructor including grade sanction, and recommendations for additional action that he/she deems appropriate. The written report should be distributed as soon as possible, preferably within 15 calendar days from discovery, but not later than 30 calendar days after the first day of classes of the regular semester (fall or spring) following the grade assignment.

The Dean of Students office, Student Conduct, shall maintain a disciplinary file for each case of academic dishonesty with the appropriate documentation. Students shall be informed that a disciplinary file has been established and that they have an opportunity to appeal the actions of the instructor under the Academic Appeals Policy. Dean of Students office, Student Conduct may initiate disciplinary proceedings under Title 5, Section 41301 and Executive Order 1098 (http://calstate.edu/eo). Sanctions which may be assessed include but are not limited to: warning, probation, educational sanctions, removal from academic program, suspension, expulsion, denial of admission or enrollment in university classes including Extended Education.

When two or more incidents involving the same student occur, the Dean of Students office, Student Conduct shall initiate disciplinary proceedings. A student may appeal any sanction assessed for a charge of academic dishonesty under UPS 300.030, “Academic Appeals.” If the Academic Appeals Board accepts the student’s appeal then the disciplinary file will be purged. If a student does not appeal the instructor’s action or if the Academic Appeal Boards rejects the student’s appeal the disciplinary file will be maintained in a confidential
file in the Dean of Students office, Student Conduct for a minimum of seven years. Disciplinary probation and suspension are noted on the student’s academic record during the term of the probation or suspension. A permanent notation will be made on a student’s academic record if he or she is expelled from the university. A second academic integrity violation usually results in suspension from the university for a period of time.
In order to facilitate due process and to insure that a student knows that academic dishonesty is subject to action, this policy shall be published in the Catalog and Student Handbook. Copies of this policy shall also be available in every department office, the Dean of Students office, and in the Office of the Vice President for Student Affairs.

**UPS 300.021, Effective: June 16, 2015**

C. Appeals Regarding Academic Dishonesty

When a faculty member(s) has alleged that a student, individually or as part of a group, has performed an act of academic dishonesty and has penalized the student for the act under UPS 300.021, Academic Dishonesty Policy, the student has a right to contest the allegations and/or the penalty. Because the university presumes that students act honestly, a charge of academic dishonesty will only be upheld if the faculty member provides a preponderance of the evidence to show that the student performed an act of academic dishonesty. Charges of academic dishonesty must be assessed on an individual basis.

**Procedure:**

1. The student shall make every effort to resolve the allegation by consulting the faculty member as soon as possible once a grade is assigned.
2. If the student believes the allegation has not been resolved by consultation, the student shall consult with the department chair, coordinator, or other appropriate administrator having immediate supervision of the faculty member. It is recommended that the department chair, coordinator, or other appropriate administrator maintain a written record of such consultation and/or its results. Failing here, the student shall consult with the dean of the college concerned or his/her designee.
3. If the student is not satisfied with the results of the consultation process, the student may appeal in writing to the Academic Appeals Board. The Coordinator of Academic Appeals receives all written appeals. The student’s appeal shall state specifically the nature of the allegation and the remedy requested; describe the student’s attempts to resolve the allegation informally; and contain any supporting documentation such as exams, papers, assignments and/or other corroborating documents. Timing of appeals is discussed in Section C.
4. The Coordinator shall within two calendar weeks during the regular semester provide the faculty member (or department chair, if necessary) with a copy of the appeal. The faculty member (or department chair, if necessary) shall within three calendar weeks during the regular semester (fall or spring) following the grade assignment provide the Academic Appeals Board with a written response to the student’s allegations.
5. The student’s written appeal and responses are confidential and available only to the Board members, Coordinator, and reporting faculty under section 4. After the Board has reached a decision the student may see the file, but cannot make copies of the contents.
6. After consideration of the documents submitted by the parties, the Board shall decide either to hold a hearing or to dismiss or uphold the appeal.
7. If the Board issues a notice of hearing, the notice shall state the time and place of the hearing. The Academic Appeals Board shall confirm that both parties have received the notice.
   a) The hearing shall be closed to the public. Either party may be represented by a person from the university community. Neither the Academic Appeals Coordinator nor any member of the Academic Appeals Board may
represent either party. According to Presidential Directive No. 9, the representative may not be a licensed or practicing attorney. If either party is being represented at the hearing, the party shall notify the Board in writing of the name and address of the representative at least ten calendar days prior to the hearing. Except for the party or parties, a representative of each party, the board members, and the Academic Appeals Coordinator, no one else shall be present at the hearing. Any exception to this restriction shall be at the discretion of the Academic Appeals Board. At its discretion the Board may hear each party separately unless either party requests a joint hearing. Three Board members must be present to conduct a hearing.

b) At the hearing the Board shall receive all evidence and testimony of a type responsible parties are accustomed to relying upon in the normal course of university business.

8. During its deliberations (based on the written submissions, or after a hearing) the Board will determine whether a preponderance of the evidence establishes that the student performed an act of academic dishonesty. A majority (more than half) of those participating in the vote (those members casting a “yes” or “no” vote) is necessary to sustain an allegation of academic dishonesty. The decision of the Board is final. The Board shall notify both parties of its decision in writing, including the grounds for the Board action.

9. If the allegation of academic dishonesty is upheld, the penalty assessed by the faculty member shall become permanent. The Board shall notify the Associate Dean of Student Affairs, Student Conduct in writing.

10. If the Board does not find that academic dishonesty occurred,

a) All the Board’s case files shall be purged at the end of the following semester. The Board shall notify the Associate Dean of Student Affairs, Student Conduct in writing.

b) If the Board designates a specific grade change, the faculty member has ten working days to adopt the remedy as his/her own. If the faculty member refuses to do so, the Board Chair shall implement the change.

c) If the Board recommends alternatives, the Department Chair shall appoint an ad hoc committee of qualified tenured faculty to select from the recommendations. The process shall be completed within 30 calendar days of the notification of the Board’s decision.

d) The ad hoc department committee shall have the authority to carry out those duties assigned to it by the Board. The ad hoc committee must provide the Board a written rationale explaining the basis for its decision. Such rationale shall become part of the record of the appeal. The ad hoc committee recommendation and rationale shall be signed by all members of the committee. The recommendation, rationale, and all submitted documentation shall be made available to the reporting faculty member.

11. If, in the opinion of the Board, cases are related, the Board may hear and decide cases consolidated by Board action. The Board shall notify all parties of the consolidation.

D. Appeals Regarding Capricious or Arbitrary Assignment of a Grade

Faculty members have the sole right and responsibility to provide careful evaluation and timely assignment of appropriate grades. In the absence of compelling reasons, such as instructor or clerical error, prejudice or capriciousness, the grade assigned by the instructor of record is to be considered final.

A student who alleges capricious, arbitrary or prejudicial (collectively “arbitrary”) treatment in the assignment of a course grade (“grade”) has a right to contest that grade. Because the university presumes that the individuals who assigned the grade (“faculty member”) were fair and objective in the assignment of that grade, a grade will be upheld
unless the student presents a preponderance of the evidence that the faculty members acted arbitrarily. A faculty member’s normal exercise of professional judgment will not support a charge of arbitrary treatment.

**Procedure**

1. The student shall consult with the faculty member as soon as possible once a grade is assigned.

2. If the student is not satisfied with the result of the appeal to the faculty member, the student shall consult with the department chair, coordinator, or other appropriate administrator having immediate supervision of the faculty member. It is recommended that the department chair, coordinator, or other appropriate administrator maintain a written record of such consultation and/or its results. Failing here, the student shall consult with the dean of the college concerned or his/her designee.

3. If the faculty member is unable or refuses to participate, the department chair shall assume responsibility for initiating grade changes deemed to be justified. The department chair shall consult with an ad hoc faculty committee composed of qualified tenured faculty members with academic training comparable to the instructor of record and established by the department in fulfilling this responsibility. In addition, the department chair shall provide the ad hoc committee with certification of a “good faith” effort to consult with the faculty member named in the appeal whenever such consultation is possible and appropriate. The ad hoc committee recommendation and rationale shall be signed by all members of the committee. The recommendation, rationale, and all submitted documentation shall be made available to the faculty member (in section 5).

4. If the student is not satisfied with the result of the consultation process, the student may appeal in writing to the Academic Appeals Board. Timing of appeals is discussed in Section C.

5. The Coordinator of Academic Appeals receives all written appeals. The student’s appeal shall state specifically the nature of the allegation(s) and the remedy requested; describe the student’s attempts to resolve the allegation informally; and contain any supporting documentation such as the class syllabus, exams, papers, assignments and/or other corroborating documents. The Coordinator shall within two calendar weeks during the regular semester provide the faculty member (or department chair if necessary) with a copy of the appeal. The faculty member (or department chair if necessary) shall within three calendar weeks during the regular semester following the grade assignment provide the Academic Appeals Board with a written response to the student’s allegations.

6. The student’s written appeal and responses are confidential and available only to the Board members, Coordinator, and faculty member whose grading is being appealed. After the Board has reached a decision the student may see the file, but cannot make copies of the contents.

7. After consideration of documents submitted by the parties, the Board shall decide either to hold a hearing or to dismiss or uphold the appeal. If the Board issues a notice of hearing, the notice shall state the time and place of the hearing. The Academic Appeals Board shall confirm that both parties have received the notice. The hearing shall be closed to the public. Either party may choose a representative from the university community. Neither the Academic Appeals Coordinator nor any member of the Academic Appeals Board may represent either party. According to Presidential Directive No. 9, the representative may not be a licensed or practicing attorney. If either party is being represented at the hearing, that party shall notify the Board in writing of the name and address of the representative at least ten calendar days prior to hearing. Except for the party or parties, a representative of each party, the Board members, and the Academic Appeals Coordinator, no one else shall be present at the
hearing. Any exception to this restriction shall be at the discretion of the Academic Appeals Board. At its discretion the Board may hear each party separately unless either party requests a joint hearing. Three Board members must be present to conduct a hearing.

8. The Board shall receive all evidence and testimony at the hearing of a type responsible parties are accustomed to relying upon in the normal course of university business.

9. During its deliberations (based on the written submissions, or after a hearing), the Board will determine whether a preponderance of the evidence establishes that the grade was assigned in an arbitrary manner. A majority (more than half) of those participating in the vote (those members casting a “yes” or “no” vote) is necessary to sustain an allegation of arbitrary treatment.

10. If the Board decides that the grade was not assigned in an arbitrary or capricious manner, then it shall so notify both parties in writing of its findings and the rationale.

11. If the Board decides that the grade was assigned in an arbitrary or capricious manner, then it shall so notify both parties in writing of its findings and the rationale. This notice shall contain a recommended remedy. If the Board designates a specific grade change, then the faculty member has ten working days to implement the change. If the faculty member refuses to do so, then the Board Chair shall implement the change. If the Board recommends alternatives, then the Department Chair shall appoint an ad hoc committee of qualified tenured faculty to select from the recommendations. The process shall be completed within 30 calendar days of receipt of the Board recommendations.

All sides in the dispute, including the affected faculty member who taught the course, shall be fully informed about the ongoing process and shall be provided with all submitted documentation pertaining to the issue which is being adjudicated. All written communications including a summary of the deliberations and a rationale for the decision must be presented and available for inspection in order to keep the process fully transparent to the parties involved. No anonymous committees or persons are to be involved in this process, except students on the panel shall retain full anonymity.

12. The ad hoc department committee shall have the authority to carry out those duties assigned to it by the Board. The ad hoc committee must provide a written rationale explaining the bases for its decision. Such rationale shall become part of the record of the appeal. The ad hoc committee recommendation and rationale shall be signed by all members of the committee. The recommendation, rationale, and all submitted documentation shall be made available to the faculty member (in section 5).

E. **Timing of Appeals Process**

The student shall initiate either appeals process by contacting the faculty member within 60 calendar days of the first day of classes of the regular semester (fall or spring) following the grade assignment. The written appeal shall be submitted within 90 calendar days of the first day of classes of the regular semester (fall or spring) following the grade assignment. The university will attempt to conclude each appeal within 180 calendar days from the date on which the student submitted the written appeal to the Coordinator of Academic Appeals. Appeals will normally be heard during either the fall or spring semesters except when special situations occur.

F. **Special Situations: Graduating Seniors and Continuing Graduate/Post Baccalaureate Students**

In special circumstances, an Ad Hoc Appeals Board designated by the Executive Committee of the Academic Senate may hear spring semester grade appeals. Every effort shall be made to complete the appeal process before the end of June. Academic Appeals Board members serving during the spring semester in question shall be asked to serve on the summer committee; if not available, the Executive Committee of the Academic Senate shall designate other faculty and/or students, preferably previous Board members, to fill a
quorum. The special circumstances warranting formation of an Ad Hoc Committee include:

1. When a student who has petitioned to graduate in May wishes to appeal a grade in a course in his/her final spring semester in order to be eligible to graduate; or
2. When a disqualified graduate student wishes to appeal a grade received in a spring semester in order to be granted enrollment in the subsequent summer or fall term; or,
3. When a post baccalaureate student in a certificate program wishes to appeal a grade received in a spring semester in order to be granted enrollment in the subsequent summer or fall term.

In these cases, the faculty member involved will be invited by the Appeals Board to provide feedback to the Appeals Board him/herself or may waive this right and allow the chair of his/her department or another faculty member of his/her choice to provide such feedback on his/her behalf to the Appeals Board.

G. Review of Appeals Procedure

If allegations are raised that any of the above appeal processes was not followed, then the Associate Dean of Student Affairs, Student Conduct will review the appeal to determine if the above procedures were followed and if any procedural error was material. Within three weeks, if it is determined that procedures were followed and/or that any procedural error was immaterial, then the decision of the Board will stand. If it is determined that a failure to follow procedures represented a material error, then the matter will be referred back to the Board with a written explanation of the error.

II. Coordinator of Academic Appeals

The Coordinator of Academic Appeals shall be chosen by the Vice President for Student Affairs. The Vice President for Academic Affairs and the Executive Committee of the Academic Senate shall have a consultative role in the making of that appointment. The duties of the coordinator shall include:

1. Maintaining a record of all academic appeals and each September providing to the President and the Academic Senate a written report listing the number of appeal cases heard and the disposition of each case during the previous academic year;
2. Coordinating the Academic Appeals Board by convening the Board, providing them with the appropriate background information, scheduling all necessary meetings, hearings, and witnesses;
3. Interpreting university policy to students concerning grading procedures and students’ rights and responsibilities;
4. Interviewing students and faculty involved in appeals complaints and discussing the problems with department chairs and college deans as necessary, informally mediating the appeals where possible;
5. Ensuring the confidentiality of all subject matter and that the rights of all parties are protected;
6. Exhibiting neutrality in this process and being a facilitator rather than an advocate for either side; and
7. Making recommendations to the Academic Appeals Board and to the appropriate Academic Senate committee when changes in university policy appear to be necessary.

**EFFECTIVE DATE: June 16, 2015**

*Supersedes: UPS 300.030 dated 1-29-15 and ASD 15-81*
DEAN OF STUDENTS OFFICE - STUDENT CONDUCT PROCEDURES

A. Student Conduct System
The Trustees of the California State University are authorized by the Education Code to establish student conduct procedures. The President of California State University, Fullerton has designated the Associate Dean of Students, Student Conduct, as the university’s Student Conduct Administrator. The Student Conduct Administrator is responsible for administering the student conduct system and implementing the following procedures as mandated in Executive Order No. 1098, Student Conduct Procedures and CSU Fullerton President’s Directive No. 9 Regarding the Use of Attorneys in Student Disciplinary Proceedings for California State University, Fullerton.

B. Procedures
1. The Associate Dean receives from University Police, a faculty member or other member of the university community a written report regarding an alleged violation of the University Student Conduct Code.
2. The Associate Dean begins an investigation.
3. The Associate Dean notifies the student in writing of the allegations against him/her.
4. The student has an opportunity to meet with the Associate Dean or designee.
   a. The Associate Dean may dismiss the complaint; or
   b. student may accept a voluntary administrative review by not disputing the allegation, waiving the right to a hearing and accepting the sanctions assessed. If a resolution is reached, the agreement is put in writing and signed by the student and the Associate Dean; or
   c. The student may deny the allegation and request a hearing.
5. The Associate Dean sends the student a Notice of Hearing
   a. The student may accept the recommended sanction(s) stated in the Notice of Hearing. If a resolution is reached, the agreement is put in writing and signed by the student and the Associate Dean or
   b. The student may not accept the recommended sanctions(s) and request a hearing.
6. The hearing is held.
7. The Hearing Officer submits a recommendation to the President.
8. After reviewing the Hearing Officer’s recommendation, the President makes the final decision regarding disciplinary action.
9. The President notifies the student of the decision.

C. Sanctions
Sanctions which may be assessed include but are not limited to: warning, disciplinary probation, restitution, loss of financial aid, admission/readmission, educational interventions, suspension or expulsion.

D. Disciplinary Records
When a student has been found responsible for a violation of university standards through the Dean of Students Office, Student Conduct, a disciplinary record (separate from the student’s academic record) will be maintained in a confidential file in the Dean of Students Office, Student Conduct for a minimum of seven (7) years. If a student is expelled from the university, the file is kept permanently. Probation and suspension are noted on the student’s academic record during the term of the probation or suspension. A permanent notation will be made on the student’s academic record if he or she is expelled from the university or is suspended for longer than one academic year.

E. Notice to Victims of Crimes of Violence and Sex Offenses
In cases involving crimes of violence, including Sexual Violence, Domestic Violence, Dating Violence, or Stalking, both the Complainant-victim and the Student charged shall be simultaneously informed in writing of:
   a. The outcome of any disciplinary proceedings that arise from such allegations;
b. Any change to the results that occurs prior to the time that such results become final;
c. When such results become final.
This information is given only to the Student charged and Complainant-victim, and includes the name of the Student charged, any violation found to have been committed, and any sanctions imposed on the Student charged. The University may also notify any other alleged victim of the final results regardless of whether or not the charges are sustained.

Executive Order 1098

F. Policies Related to Student Conduct
Copies of the following university policies are available in the Dean of Students Office, Student Conduct, Titan Student Union 235.

- California Code of Regulations, Title 5, Article 2, Sections 41301-41304
- Executive Order No. 1098: Student Conduct Procedures
- Executive Order No. 1097: Systemwide Policy Prohibiting Discrimination, Harassment and Retaliation Against Students
- Academic Dishonesty, University Policy Statement 300.021
- Academic Appeals Policy, University Policy Statement 300.030
- California State University, Fullerton, Presidential Directive No. 9

POLICY ON THE USE OF ALCOHOLIC BEVERAGES BY STUDENTS AND BY STUDENT ORGANIZATIONS

I. California Law
Under California Law, no person may sell, furnish, give, or cause to be sold, furnished or given away, any alcoholic beverage to a person under the age of 21, and no person under the age of 21 may purchase alcoholic beverages (California Business and Professional Code, Sec. 25658). It is also unlawful for a person under the age of 21 to possess alcoholic beverages on any street or highway or in any public place or any place open to public view (California Business and Professional Code, Sec. 25662).

II. University Policy on Consumption by Students on University Property, University Events or Representing the University
1. The purchase, possession, or consumption of any alcoholic beverages (including beer and wine) by any person under the legal drinking age is prohibited.
2. Alcoholic beverages shall not be provided (supplied or purchased with the intent to supply) to individuals under 21 years of age.
3. The manufacture, use or provision of a false state identification card, driver’s license, or certification of birth is prohibited.
4. The act(s) of being drunk and disorderly in public view, including on public sidewalks and walkways, is prohibited.
5. Operating a motor vehicle, bicycle, skates, or scooters while intoxicated is prohibited.

III. University Policy on Consumption in Recognized Living Groups and Student Organization Activities
1. No student shall supply, or purchase with the intent of supplying, any alcoholic beverage to any person under the age of 21.
2. No student shall possess alcoholic beverages in a public area of any recognized student living group or any portion of the property of a student living group, which is open to public view. A “public place” or “any place open to public view”, as legally defined in the case of college living groups, would include the lobby and grounds of the residence hall, or the grounds of fraternities or sororities. In view of problems of age determination, this restriction shall apply to all students, regardless of age.
3. No person, of any age, shall be coerced into using alcoholic beverages by any Student. To insure that choice is possible, alcoholic beverages may not be available at a social function in a recognized student living organization unless non-alcoholic beverages are also available. It is recommended that food be available whenever alcohol is served.

4. The selling, either directly or indirectly, of alcoholic beverages (including beer and wine) except under the authority of a California Alcoholic Beverages Control Board license is prohibited.

5. The serving of alcohol to an intoxicated person or to the point of intoxication is prohibited.

6. All recognized living organizations shall submit for approval by the Dean of Students a procedure for compliance with the above regulations.

7. It is emphasized that, if alcoholic beverages are used at all by students over 21, they should be used in moderation, and that the conduct of students in recognized living organizations shall at no time be such that the orderly running of these organizations is disrupted.

8. It is unlawful for students who are minors to possess or consume alcoholic beverages at sponsored events off campus. The University will exercise the right to take cognizance of unlawful activities which are engaged in off-campus by students. To assure compliance with the law, if a bar is available for an organization holding an event, it shall be provided in a manner consistent with the Office of Alcoholic Beverage Control.

IV. Violation of Alcohol Policy
Student involvement in underaged consumption of alcohol is a matter of concern to the University and will subject a student so involved in disciplinary action by the University. Dependent upon the nature of the violation, assessing university sanctions may include educational intervention, mandated community reparations, suspension, or expulsion aside from or in addition to prosecution under applicable state and federal laws. University action may be taken whether or not independent action is taken by civil authorities.

Violations of these regulations by student organizations shall be subject to discipline through the Student Organization Judicial Process. (Available in the Dean of Students Office or at http://fullerton.edu/deanofstudents)

V. Dissemination of Policy
It shall be the responsibility of the Dean of Students to disseminate as widely as possible the intent of this policy to avoid misunderstandings on the part of parents, citizens, and members of the University community.

*UPS 330.232, Effective: June 24, 2005*

**POLICY REGARDING THE USE OF DRUGS BY STUDENTS**

**University Policy**
The University’s policy is to conform to all applicable laws (California Health and Safety Code) and follows the current stance of the medical and mental health professions regarding the use of psychoactive substances including, but not limited to, stimulants, depressants, narcotics, inhalants, hallucinogens and marijuana.

The University expects all students and student groups to comply with all local, state and federal laws. It is the responsibility of each individual to be aware of, and abide by, all federal, state, and local ordinances and university regulations. Current laws provide for severe penalties for violations which may result in criminal records. Although California's “Compassionate Use” Act allows for the controlled use of medical marijuana in the state of California, students, staff, and faculty who legally obtain a medical marijuana “registration card” are not permitted to possess and/or consume marijuana on Cal State Fullerton property or at university-sponsored events (either on or off campus).
Use and/or possession of marijuana in any form remains a crime under federal law. At the federal level, the Controlled Substances Act (CSA) criminalizes the growing and use of marijuana, and all colleges and universities who receive federal grants are subject to compliance with not only the Controlled Substances Act, but also with the Drug Free Communities and Schools Act, and the Drug Free Workplace Act. This prohibits the university from allowing any form of marijuana use on campus.

**Violation of the Drug Policy**

Student involvement in the manufacture, use, possession, distribution or sale of illegal drugs or the misuse of any legal drug or the use of other substances in a manner which is a threat to health or safety is a concern to the University. Such behavior may subject a student to disciplinary action by the University. Dependent upon the nature of the violation, University sanctions may include but are not limited to educational intervention, reparations, suspension or expulsion aside from or in addition to prosecution under applicable state and federal laws. University action may be taken whether or not independent action is taken by civil authorities.

**Responsibility for Drug Education**

There are many risks associated with the use of drugs which affect not only the individual user but other members of the community. Problems associated with drug abuse include but are not limited to poor academic performance, relationship difficulties, accidents, and injuries to self and others. Students are encouraged to seek assistance and/or support for themselves or others through any of the following campus resources:

*The illegal use of alcohol is covered in UPS 330.232*

- Counseling and Psychological Services (CAPS)
- Health Education and Promotion
- Student Health and Counseling Center

If emergency assistance is required, students may also contact University Police. The office of the Vice President for Student Affairs will educate and distribute information regarding drugs and provide this information through applicable University sources.

*UPS 330.231, Effective: June 16, 2015*

**DRUG-FREE SCHOOLS INFORMATION**

In accordance with the Drug-Free Schools and Communities Act of 1989, California State University, Fullerton is committed to promoting the health of our students by preserving a drug-free environment. All students should be aware that the unlawful possession, use, manufacture, dispensation, or distribution of alcohol or illicit drugs on university property or as part of any of its activities is prohibited by both law and university policy (see more information below). Students should also be aware of the health risks associated with alcohol and other drug use which are listed below:

**Drug-Type Most Common Complications/Long-Term Effects**

**Stimulants**

- **Amphetamines** (Benzedrine, Dexedrine, Diet Pills, MDMA, Ecstasy): Nervousness, paranoia, dizziness, tremors, decreased mental ability, impotence, insomnia, skin disorders, malnutrition, delusions, psychosis, seizures, death.

- **Cocaine** (Cocaine Powder, Crack, Freebased Coke): Tremors, nasal bleeding and inflammation, toxic psychosis, seizures, damage to nasal septum and blood vessels, death from overdose (heart or respiratory failure).

- **Nicotine** (Cigarettes, Chewing Tobacco): High blood pressure, emphysema, bronchitis, heart and lung disease, cancer, death.

- **Caffeine** (Coffee, Cola, No-Doz): Nervousness, insomnia, dehydration, stomach irritation, fatigue.
Depressants

- **Alcohol**: Dehydration, hangover, overdose or mixing with other depressants can cause respiratory failure, obesity, impotence, psychosis, ulcers, malnutrition, liver and brain damage, delirium, tremors, death.
- **Tranquilizers** (Valium, Librium, Miltown, Thorazine): Hangover, menstrual irregularities, increases or decreases effect of other drugs, especially dangerous with alcohol, destroys blood cells, jaundice, coma, death.
- **Barbiturates** (Amytal, Seconal, Phenobarbital): Lethargy, hangover, blurred vision, nausea, depression, seizures, excessive sleepiness, confusion, irritability, severe withdrawal sickness; can be fatal if mixed with alcohol and other depressants.
- **Narcotics** (Heroin, Morphine, Codeine, Demerol): Respiratory and circulatory depression, dizziness, vomiting, sweating, dry mouth, lowered libido, lethargy, constipation, weight loss, temporary sterility and impotence, withdrawal sickness, stupor, death.
- **Inhalants** (Amyl Nitrate, glue, paint, nitrous oxide): Headaches, dizziness, accelerated heart rate, nausea, nasal irritation, cough, impotence, hallucination, liver, kidney, bone marrow and brain damage, death.

Psychedelics

- **Cannabis** (Marijuana, Hashish, THC): Impaired driving ability, possible lung damage, reduced sperm count and sperm mobility.
- **Hallucinogens** (LSD, Psilocybin, MDA, Peyote, DMT, STP): Depression, paranoia, physical exhaustion after use, psychosis (freaking out).

Help for substance abuse problems may be obtained from one of the following resources:

- CSUF Student Health and Counseling Center, for confidential counseling and referral to local agencies, (657) 278-2800 or (657) 278-3040
- Alcoholics Anonymous of Orange County, (714) 556-4555
- National Drug and Alcohol Treatment Hotline, call 1-800-662-HELP
- Al-Anon World Service Office, 1-888-4AL-ANON
- Nar-Anon Family Group Headquarters, (310) 534-8188

Federal Laws

**Possession of Illicit Drugs**

First Offense: prison sentences up to 1 year and fines up to $100,000; Second Offense: prison sentences up to 2 years and fines up to $250,000; Special sentencing provisions apply for possession of crack cocaine, including imprisonment of 5 to 20 years and fines up to $2,500,000 for first offense, depending upon the quantity of crack possessed.

**Trafficking of Illicit Drugs**

Penalties vary depending upon the quantity of drugs involved. The manufacture, sale or distribution of all Schedule I and II illicit drugs (e.g., cocaine, methamphetamines, heroin, PCP, LSD, Fentanyl, and all mixtures containing such substances) is a felony. First offense: prison sentences of five years to life (20 years to life if death or serious injury is involved) and fines of up to $4 million for offenses by individuals (up to $10 million for other than individuals). Second offense: prison sentences of ten years to life (not less than life if death or serious injury is involved), and fines up to $8 million for offenses by individuals.

Trafficking in marijuana, hashish, and mixtures containing such substances is also prohibited. First offense: up to life if death or serious injury is involved and fines up to $4 million for offense by individuals (up to $10 million for other than individuals). Second offense: up to life (not more than life if death or serious injury is involved) and fines up to $8 million for individuals (up to $20 million for other than individuals).

For illegal trafficking of Schedule III, IV and V illicit drugs (e.g., anabolic steroids, Darvon®, Talwin®, Equanil® and over-the-counter cough medicines with codeine). First offense: up to five years imprisonment and fines up to $250,000 (up to $1 million for other than individuals). Second offense: up to ten years imprisonment and fines up to $500,000 (up to $2 million for other than individuals).
Note: Violation of student conduct regulations regarding substances can result in probation, suspension or expulsion from the university and referral for prosecution.  

_Vice President for Student Affairs, 2006_

**HAZING POLICY**

California State University, Fullerton expects that all students, recognized student organizations, and affiliated groups will observe and fully comply with University Policy in accordance with Title 5 Education Code, Section 41301 (Standards for Student Conduct) and State of California Penal Code Section 245.6 (proscribes criminal and civil penalties for individuals who haze). The Dean of Students Office shall ensure that all students, recognized student organizations, and affiliated student groups are informed on an annual basis about education policies specific to hazing.

All recognized student organizations affiliated with a national or local governing body must adhere to regulations set forth by their respective organizations concerning hazing. It is the responsibility of all students, recognized student organizations, and affiliated student groups to be informed of all of the above mentioned regulations.

University policy with respect to hazing prohibits all students, recognized student organizations, and affiliated student groups from engaging collectively or individually in any of the following practices as part of any program or general activity, regardless of the person’s willingness to participate. This list is intended to provide examples of hazing and should not be considered all inclusive.

1. Any type of harm such as paddling, beating, striking, branding, tattooing, body piercing, placing of a harmful substance on the body, or similar activity;
2. Any type of physical activity, such as deprivation of sleep (6 to 8 hours per day minimum), food, or maintaining hygiene; exposure to the elements; confinement in a small space; calisthenics; or other activity that subjects the student to a risk or harm or that adversely affects the mental or physical health or safety of the student;
3. Such activities as new member scavenger hunts, new member ditches, kidnaps, and the like, as well as any activity that is mandatory for new members only, and is not educational in nature;
4. Any activity involving consumption of a food, liquid, alcoholic beverage, liquor, drug, or other substance which subjects the student to an unreasonable risk or harm or which adversely affects the mental or physical health of the student;
5. Nudity or forcing or allowing students to dress in any unusual or awkward fashion;
6. Any activity that intimidates or threatens the student with ostracism, that subjects the student to unreasonable mental stress, shame, or humiliation, or that adversely affects the mental health or dignity of the student, or discourages the student from entering or remaining registered in an educational institution, or that may reasonably be expected to cause a student to leave the organization or the institution rather than submit to acts described in this section.

**State of California Hazing Policy**

_Title 5. California Code of Regulations 41301 Standards for Student Conduct_

“(8) Hazing, or conspiracy to haze. Hazing is defined as any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state (Penal Code 245.6), and in addition, any act likely to cause physical harm, personal degradation or disgrace resulting in physical or mental harm, to any former, current, or prospective student of any school, community college, college, university, or other educational institution. The term “hazing” does not include customary athletic events or school sanctioned events. Neither the express or implied consent of a victim of hazing, nor the lack of active participation in a particular hazing incident is a defense. Apathy or acquiescence in the presence of hazing is not a neutral act, and is also a violation of this section.”
A group of students acting together may be considered a ‘student organization’ for purposes of this section whether or not they are officially recognized.

State of California Penal Code 243.6

a) It shall be unlawful to engage in hazing, as defined in this section.

b) “Hazing” means any method of initiation or pre-initiation into a student organization or student body, whether or not the organization or body is officially recognized by an educational institution, which is likely to cause serious bodily injury to any former, current, or prospective student of any school, community college, college, university, or other educational institution in this state. The term “hazing” does not include customary athletic events or school-sanctioned events.

c) A violation of this section that does not result in serious bodily injury is a misdemeanor, punishable by a fine of not less than one hundred dollars ($100), nor more than five thousand dollars ($5,000), or imprisonment in the county jail for not more than one year, or both.

d) Any person who personally engages in hazing that results in death or serious bodily injury as defined in paragraph (4) of subdivision (f) of Section 243 of the Penal Code, is guilty of either a misdemeanor or a felony, and shall be punished by imprisonment in county jail not exceeding one year, or by imprisonment in the state prison.

e) The person against whom the hazing is directed may commence a civil action for injury or damages. The action may be brought against any participants in the hazing, or any organization to which the student is seeking membership whose agents, directors, trustees, managers, or officers authorized, requested, commanded, participated in, or ratified the hazing.

f) Prosecution under this section shall not prohibit prosecution under any other provision of the law.

Matt’s Law:
SEC. 5 This act shall be known and may be cited as “Matt’s Law” in memory of Matthew William Carrington, who died on February 2, 2005, as a result of hazing.
SEC. 6. No reimbursement is required by this act pursuant to Section 6 of Article XII B of the California Constitution because the only costs that may be incurred by a local agency or school district will be incurred because this act creates a new crime or infraction, eliminates a crime or infraction, or changes the penalty for a crime or infraction, within the meaning of Section 17556 the Government Code, or changes the definition of a crime within the meaning of Section 6 of Article XIII B of the California Constitution.

Reporting Allegations of Hazing
Allegations of violation of state law or university policies regarding hazing are handled by the Dean of Students Office or University Police for appropriate disciplinary and/or criminal investigation and action. As outlined in the Executive Order 1073, Student Conduct Procedures, and the Student Organization Judicial Procedures, due process will be followed including right of appeal. Nothing in this policy is intended to prevent or prohibit a victim of hazing from filing a complaint with the police in addition to reporting the event(s) to the Dean of Students Office, as described above.

Vice President for Student Affairs, January 2013
SYSTEMWIDE POLICY PROHIBITING DISCRIMINATION, HARASSMENT AND RETALIATION, SEXUAL MISCONDUCT, DATING AND DOMESTIC VIOLENCE, AND STALKING AGAINST STUDENTS AND SYSTEMWIDE PROCEDURE FOR ADDRESSING SUCH COMPLAINTS BY STUDENTS

Executive Order 1097, June 2015

Article I. Policy Statement
The California State University (CSU) is committed to maintaining an inclusive community that values diversity and fosters tolerance and mutual respect. We embrace and encourage our community differences in Age, Disability, Race or Ethnicity, Gender, Gender Identity or Expression, Nationality, Religion, Sexual Orientation, Genetic Information, Veteran or Military Status, and other characteristics that make our community unique. All Students have the right to participate fully in CSU programs and activities free from Discrimination, Harassment, and Retaliation. The CSU prohibits Harassment of any kind, including Sexual Harassment, as well as Sexual Misconduct, Dating and Domestic Violence, and Stalking. Such behavior violates University policy and may also violate state or federal law.

All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific sexual activity is Sexual Misconduct and constitutes a violation of this policy, whether or not the sexual activity violates any civil or criminal law.

This policy is established in compliance with the California Equity in Higher Education Act, Title IX, VAWA/Campus SaVE Act, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act of 1990, and the Age Discrimination Act of 1975, among other applicable state and federal laws.

A. Prohibited Conduct.
The CSU prohibits:

1. Discrimination, including Harassment, because of any Protected Status: i.e., Age, Disability, Gender, Genetic Information, Gender Identity or Expression, Nationality, Marital Status, Race or Ethnicity, Religion, Sexual Orientation, and Veteran or Military Status;
2. Retaliation for exercising rights under this policy, opposing Discrimination or Harassment because of a Protected Status, or for participating in any manner in any related investigation or proceeding;
3. Dating and Domestic Violence, and Stalking;
4. Sexual Misconduct of any kind, which includes sexual activity engaged in without Affirmative Consent; and,
5. Employees from entering into a consensual relationship with any Student over whom s/he exercises direct or otherwise significant academic, administrative, supervisory, evaluative, counseling, or extracurricular authority. See Article I. F.

The University shall respond promptly and effectively to all complaints of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking, and shall take appropriate action to prevent, correct, and discipline conduct that violates this policy. This Executive Order is intended to protect the rights and privacy of both the Complainant and the Respondent, as well as other involved individuals.

Employees and Students who are found to have violated this policy shall be subject to discipline commensurate to the violation. If Employee discipline is warranted, it shall be administered in a manner consistent with applicable collective bargaining agreements, CSU policies, and legal requirements. Student discipline shall be administered in accordance with 5 Cal. Code Regs. § 41301 and Executive Order 1098, or any superseding executive order.
B. Discrimination

The CSU strives to be free of all forms of Discrimination, including Harassment, because of a Protected Status. It is CSU policy that no Student shall be excluded from participation in, or be denied the benefits of, any CSU program or activity because of any Protected Status.

C. Retaliation

Retaliation against a Student for exercising any rights under this policy or for opposing Discrimination or Harassment because of a Protected Status, Sexual Misconduct, Dating and Domestic Violence, and Stalking, or for participating in any manner in any policy-related investigation or proceeding is prohibited.

No victim or witness in related investigations or proceedings will be subject to disciplinary sanctions by the University for related violations of conduct policies occurring at or near the time of the incident unless the University determines the violation was egregious, including but not limited to plagiarism, cheating, academic dishonesty or conduct that places the health and safety of any other person at risk.

D. Dating and Domestic Violence, and Stalking

The CSU prohibits Dating and Domestic Violence, and Stalking. Dating and Domestic Violence, and Stalking are often based on Gender. CSU prohibits all such misconduct whether or not it is based on Gender.

E. Sexual Misconduct

All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity constitutes Sexual Misconduct and is a violation of this policy, whether or not the conduct violates any civil or criminal law.

Sexual Misconduct is a form of Sexual Harassment and may create a sexually hostile environment that affects access to or participation in CSU programs and activities. CSU prohibits all such conduct whether or not it also amounts to Sexual Harassment.

Sexual activity includes but is not limited to kissing, touching intimate body parts, fondling, intercourse, penetration of any body part, and oral sex.

Affirmative Consent means an informed, affirmative, conscious, voluntary, and mutual agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that s/he has the Affirmative Consent of the other participant(s) to engage in the sexual activity. Lack of protest or resistance does not mean Affirmative Consent, nor does silence mean Affirmative Consent. Affirmative Consent must be voluntary, and given without coercion, force, threats or intimidation.

The existence of a dating or social relationship between those involved, or the fact of past sexual activities between them, should never by itself be assumed to be an indicator of Affirmative Consent. A request for someone to use a condom or birth control does not, in and of itself, constitute Affirmative Consent.

Affirmative Consent can be withdrawn or revoked. Consent to one form of sexual activity (or one sexual act) does not constitute consent to other forms of sexual activity. Consent given to sexual activity on one occasion does not constitute consent on another occasion. There must always be mutual and affirmative consent to engage in sexual activity.

Consent must be ongoing throughout a sexual activity and can be revoked at any time, including after penetration. Once consent is withdrawn or revoked, the sexual activity must stop immediately.

Affirmative Consent cannot be given by a person who is incapacitated. A person is unable to consent when s/he is asleep, unconscious or is incapacitated due to the influence of drugs, alcohol or medication so that s/he could not understand the fact, nature or extent of the sexual activity. A person is incapacitated if s/he lacks the physical and/or mental ability to make informed, rational decisions.

Whether an intoxicated person (as a result of using alcohol or other drugs) is incapacitated depends on the extent to which the alcohol or other drugs impact the person’s decision-making ability, awareness of consequences, and ability to make informed judgments. A
person’s own intoxication or incapacitation from drugs or alcohol does not diminish that person’s responsibility to obtain Affirmative Consent before engaging in sexual activity. A person with a medical or mental disability may also lack the capacity to give consent. Sexual activity with a minor (a person under 18 years old) is not consensual, because a minor is considered incapable of giving consent due to age. It shall not be a valid excuse that a person affirmatively consented to the sexual activity if the Respondent knew or reasonably should have known that the person was unable to consent to the sexual activity under any of the following circumstances:

- The person was asleep or unconscious;
- The person was incapacitated due to the influence of drugs, alcohol or medication, so that the person could not understand the fact, nature or extent of the sexual activity;
- The person was unable to communicate due to a mental or physical condition. It shall not be a valid excuse that the Respondent believed that the person consented to the sexual activity under either of the following circumstances:
  - The Respondent’s belief in Affirmative Consent arose from the intoxication or recklessness of the Respondent;
  - The Respondent did not take reasonable steps, in the circumstances known to the Respondent at the time, to ascertain whether the person affirmatively consented.

F. Consensual Relationships
Consensual relationship means a sexual or romantic relationship between two persons who voluntarily enter into such a relationship. While sexual and/or romantic relationships between members of the University community may begin as consensual, they may evolve into situations that lead to Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking subject to this policy. A CSU Employee shall not enter into a consensual relationship with a Student or Employee over whom s/he exercises direct or otherwise significant academic, administrative, supervisory, evaluative, counseling, or extracurricular authority. In the event such a relationship already exists, each Campus shall develop a procedure to reassign such authority to avoid violations of this policy. This prohibition does not limit the right of an Employee to make a recommendation on personnel matters concerning a family or household member where the right to make recommendations on such personnel matters is explicitly provided for in the applicable collective bargaining agreement or MPP/confidential personnel plan.

G. Reasonable Accommodations
The CSU will provide reasonable accommodations to qualified individuals with a Disability. Reasonable accommodations will be determined by the Campus following an interactive process with those involved to identify the nature and extent of the restrictions and the appropriate accommodation.

H. Duty to Report
Except as provided below, any Employee who knows or has reason to know of allegations or acts that violate this policy shall promptly inform the DHR Administrator or Title IX Coordinator. These Employees are required to disclose all information including the names of the Parties, even where the person has requested that his/her name remain confidential. The DHR Administrator or Title IX Coordinator will determine whether confidentiality is appropriate given the circumstances of each such incident.

Employees Who Do Not Have A Duty to Report:
1. The following Employees are not required to report any information about an incident of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking to the DHR Administrator or Title IX Coordinator:
   - Physicians; psychotherapists; professional licensed counselors; licensed clinical social workers, and clergy who work on or off Campus, acting solely in those roles or capacities as part of their employment, in the provision of medical
or mental health treatment or counseling (and those who act under their supervision, including all individuals who work or volunteer in these centers and offices); and

- Sexual assault and domestic violence counselors and advocates who work or volunteer on or off Campus in sexual assault centers, victim advocacy offices, women’s centers, and health centers and who are acting solely in that role (including those who act in that role under their supervision, along with non-professional counselors or advocates who work or volunteer in sexual assault centers, victim advocacy offices, women’s centers, gender equity centers, or health centers) in the provision of counseling or advocacy services.

- A CSU employee/union representative is not required to report a possible violation of this Executive Order if the information is provided to the union representative, acting in that role, in a confidential setting by a union member seeking advice about a possible violation or representation in a matter within the scope of representation. However, CSU employee/union representatives are strongly encouraged to report the information to the DHR Administrator or Title IX Coordinator.

2. University police are not required to report any personally-identifiable information about a victim of certain sex offenses, if the victim requests confidentiality, but must report all known facts of the incident, including the identity of the perpetrator (if known), to the Title IX Coordinator.

**EXCEPTIONS:** Under California law, any health practitioner employed in a health facility, clinic, physician’s office, or local or state public health department or clinic is required to make a report to local law enforcement if s/he provides medical services for a physical condition to a patient/victim who s/he knows or reasonably suspects is suffering from: (1) a wound or physical injury inflicted by a firearm; or, (2) any wound or other physical injury inflicted upon a victim where the injury is the result of assaultive or abusive conduct. This exception does not apply to sexual assault and domestic violence counselors and advocates. Health care practitioners should explain this limited exception to victims, if applicable.

Additionally, under California law, all physicians, psychotherapists, professional counselors, clergy, and sexual assault and domestic violence counselors and advocates are mandatory child abuse and neglect reporters, and are required to report incidents involving victims under 18 years of age to local law enforcement. These professionals will explain this limited exception to victims, if applicable.

Finally, some or all of these professionals may also have reporting obligations under California law to: (1) local law enforcement in cases involving threats of immediate or imminent harm to self or others where disclosure of the information is necessary to prevent the threatened danger; or, (2) to the court if compelled by court order or subpoena in a criminal proceeding related to the Sexual Misconduct, Dating or Domestic Violence, or Stalking incident. If applicable, these professionals will explain this limited exception to victims.

I. **Grade Appeals**

Grade appeals that allege Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking shall proceed concurrently: (i) under Campus procedures per Executive Order 1037 or any superseding executive order; and (ii) under this Executive Order. However, the Campus grade appeal procedure shall be placed in abeyance until such time as the Campus investigation and any appeal process under Article IV of this Executive Order have concluded. The final determination under this Executive Order regarding whether a violation occurred shall be provided to the Campus grade appeal committee. The committee shall be bound by such determination when considering the grade appeal request under Executive Order 1037.
Article II. Policy Implementation and Communication

Each Campus president shall designate a DHR Administrator and Title IX Coordinator who shall be responsible for the implementation of and compliance with this policy. The DHR Administrator is responsible for the implementation of and compliance with this policy with respect to all Discrimination, Harassment and Retaliation matters except those involving Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking. The DHR Administrator is responsible for publicizing this Executive Order, developing Campus training policies consistent with this Executive Order, conducting training, and establishing an administrative structure consistent with this Executive Order that facilitates the prevention and elimination of Discrimination, Harassment, and Retaliation. The Title IX Coordinator is responsible for the implementation of, and compliance with this policy with respect to Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking. Each Campus shall make the contact information for the DHR Administrator and Title IX Coordinator available to all members of the Campus community as well as Third Parties. The contact information shall be updated as necessary.

The requirements for training to promote awareness of CSU policies against Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking are set forth in Executive Order 1095.

This Executive Order shall be made readily available and distributed on an annual basis to all Students and Employees utilizing multiple media for communication, including email, Student orientations and catalogs, new Employee orientations, Campus websites and publications, and the webpages for the offices of Equity and Diversity, Student Affairs, Student Judicial Affairs, Disabled Student Services, Auxiliary Service Organizations, Academic Affairs, Extended Education, Athletics, Residential Life, and Human Resources.

Article III. Campus Procedure for Responding to Complaints

This procedure provides Students a process to address alleged violations of this policy by the CSU, a CSU Employee, another Student, or a Third Party. Whenever a Campus determines that the allegation(s) are outside the scope of this policy, the Campus shall promptly notify the Student in writing. All Complaints and related investigations against Respondents who are sworn University public safety officers shall be governed by this policy, the applicable collective bargaining agreement, and by the Public Safety Officers Procedural Bill of Rights Act (POBR).

The campus DHR Administrator/Title IX Coordinator shall work with the campus Chief of Police, or designee, to investigate Complaints against sworn public safety officers. Consultation with the Office of General Counsel is recommended.

The University will respond to all Complaints and will take appropriate action to prevent, correct, and discipline conduct that violates this policy. To report alleged violations, a Student may submit a formal written Complaint to the DHR Administrator (Discrimination, Harassment, and Retaliation) or Title IX Coordinator (Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking). The date of receipt shall be deemed to be the Complaint filing date. The DHR Administrator/Title IX Coordinator shall offer reasonable accommodations to Students who are unable to submit a Complaint because of a qualified Disability. Complaints should be brought forward as soon as possible after the conduct occurs. While there is no stated timeframe for making a Complaint, prompt reporting will better enable the Campus to respond to the Complaint, determine the relevant issues, and provide an
appropriate remedy and/or action. All incidents should be reported even if a significant amount of time has passed. However, delaying a report or Complaint may impede the ability to conduct an investigation or take appropriate remedial actions. The Campus will respond to all reports of alleged violations of this policy, whether or not the report is submitted as a formal written Complaint. However, the response may be limited if information contained in the report is insufficient to verify violation(s) of this Executive Order.

**Article VI. Definitions**

For purposes of this Executive Order, the following definitions apply:

**A. Adverse Action** means an action that has a substantial and material adverse effect on the Complainant's ability to participate in a University program or activity free from Discrimination, Harassment or Retaliation. Minor or trivial actions or conduct not reasonably likely to do more than anger or upset a Complainant does not constitute an Adverse Action.

**B. Advisor:** The Complainant and the Respondent may each elect to be accompanied by an Advisor to any meeting or interview regarding the allegations. The Advisor may be anyone, including a union representative from the Complainant’s or Respondent’s collective bargaining unit, an attorney, or, in the case of the Complainant, a Sexual Assault Victim’s Advocate, provided the Advisor is not a person with information relevant to the allegations who may be interviewed by the Investigator during the investigation. The Advisor may not answer questions regarding the subject matter of the investigation for the Complainant or the Respondent. However, the Advisor may observe and consult with the Complainant or Respondent and take appropriate action to ensure that the investigation does not violate applicable laws, policies, or collective bargaining agreements.

**C. Affirmative Consent** means an informed, affirmative, conscious, voluntary, and mutual agreement to engage in sexual activity. It is the responsibility of each person involved in the sexual activity to ensure that s/he has the Affirmative Consent of the other participant(s) to engage in the sexual activity. Lack of protest or resistance does not mean consent nor does silence mean consent. Affirmative Consent can be withdrawn or revoked. Affirmative Consent cannot be given by a person who is incapacitated. A person with a medical or mental Disability may also lack the capacity to give consent. Sexual activity with a minor (under 18 years old) is never consensual because a minor is considered incapable of giving legal consent due to age. See Article I, E. for more information.

**D. Age** means how old a person is, or the number of years from the date of a person’s birth and is a Protected Status.

**E. Calendar Days** are defined as Monday through Sunday and include official holidays.

**F. California State University (CSU)** means the 23 Campus system of the California State University, including the CO.

**G. Campus or University** means any of the 23 Campuses of the CSU or the CO.

**H. CO Appeal Response** refers to the decision provided to the Complainant and the Respondent upon completion of the appeal process provided under Article IV.

**I. Complainant** means an individual who is eligible to file a Complaint to report a violation of this policy. See Article III. B. 1 for a description of those eligible to file a Complaint. It also includes any person who is reported to have experienced a violation of this policy in cases where some other person has made a report on that person's behalf. A Complainant may also be referred to as a party to the Complaint.

**J. Complaint** means a report of a violation of this policy or a written communication that complies with Article III. B. 2 alleging Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence, or Stalking, against the CSU, an Employee, another Student, or a Third Party.

**K. Dating Violence** is abuse committed by a person who is or has been in a social or dating relationship of a romantic or intimate nature with the victim. This may include someone the victim just met; i.e., at a party, introduced through a friend, or on a social networking
website. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another. Abuse does not include non-physical, emotional distress or injury.

L. **DHR (Discrimination, Harassment, and Retaliation) Administrator** means the Management Personnel Plan (MPP) Employee at each Campus who is designated to administer this Executive Order and coordinate compliance with the laws prohibiting Discrimination, Harassment and Retaliation. The DHR Administrator may delegate tasks to one or more designees, provided that any designee shall be a MPP Employee or an external consultant. **MPP Employee** means an employee who has been designated as a “management” or “supervisory” employee under the provisions of the Higher Education Employer-Employee Relations Act. The Campus president may assign the roles of the DHR Administrator and Title IX Coordinator to the same person. The names of, and contact information for the DHR Administrator and Title IX Coordinator shall be made readily available to the Campus community and Third Parties as described in Article II.

M. **Disability** means mental or physical disability as defined in California Education Code §66260.5 and California Government Code § 12926, and is a Protected Status.

N. **Discipline** means any disciplinary action taken to correct a violation of the prohibitions against Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating and Domestic Violence, and Stalking set forth in this Executive Order. Discipline for Employees includes but is not limited to suspension, demotion, and termination of employment. Discipline for Students includes but is not limited to probation, suspension, and expulsion. Suspension of one academic year or more, expulsion, withdrawal in lieu of suspension or expulsion, and withdrawal with pending misconduct investigation or disciplinary proceeding shall be entered on the Student's transcript permanently without exception; this requirement cannot be waived in connection with any settlement agreement. See the definition of Remedies below.

O. **Discrimination** means Adverse Action taken against a Student by the CSU, a CSU employee, or another Student because of a Protected Status.

P. **Domestic Violence** is abuse committed against someone who is a current or former spouse; current or former cohabitant; someone with whom the Respondent has a child; someone with whom the Respondent has or had a dating or engagement relationship; or a person similarly situated under California domestic or family violence law. Cohabitant means two unrelated persons living together for a substantial period of time, resulting in some permanence of relationship. It does not include roommates who do not have a romantic, intimate, or sexual relationship. Factors that may determine whether persons are cohabiting include, but are not limited to: (1) sexual relations between the Parties while sharing the same living quarters; (2) sharing of income or expenses; (3) joint use or ownership of property; (4) whether the Parties hold themselves out as spouses; (5) the continuity of the relationship; and, (6) the length of the relationship. For purposes of this definition, “abuse” means intentionally or recklessly causing or attempting to cause bodily injury or placing another person in reasonable apprehension of imminent serious bodily injury to himself or herself, or another. Abuse does not include non-physical, emotional distress or injury.

Q. **Employee** means a person legally holding a position in the CSU. This term includes full- time, part-time, permanent, tenured, probationary, temporary, intermittent, casual, and per-diem positions. This term does not include auxiliary or foundation Employees or other Third Parties.

R. **Gender** means sex, and includes a person’s gender identity and gender expression. Gender expression means a person’s gender-related appearance and behavior whether or not stereotypically associated with the person’s assigned sex at birth. Sex includes but is not limited to pregnancy, childbirth, breastfeeding or associated medical condition(s). They are Protected Statuses.
S. Genetic Information is a Protected Status and means:
- The Student’s genetic tests.
- The genetic tests of the Student’s family members.
- The manifestation of a disease or disorder in the Student’s family members.
- Any request for, or receipt of genetic services, or participation in clinical research that includes genetic services, by a Student or any Student’s family member.
- Genetic Information does not include information about any Student’s sex or age.

T. Harassment means unwelcome conduct, based on the Complainant’s Protected Status, that is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the Complainant, and is in fact considered by the Complainant, as limiting her/his ability to participate in or benefit from the services, activities or opportunities offered by the University.

U. Investigator means the person tasked by a Campus with investigating a Complaint. All Investigators shall receive annual training regarding such issues as the laws governing Discrimination, Harassment and Retaliation; Title IX and VAWA/Campus SaVE Act; as well as other related state and federal laws prohibiting Discrimination, Harassment and Retaliation based on Gender or Sex, including Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence, and Stalking; Complainant, Respondent, Employee, and witness privacy rights; and the Family Educational Rights and Privacy Act of 1974 (FERPA). For matters involving Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence or Stalking, the Investigator shall also receive annual training on how to conduct an investigation process that protects the safety of the Complainant(s) and the University community. (See also Executive Order 1095 regarding required training for Sexual Harassment and Sexual Misconduct investigations.) If delegated, the DHR Administrator or the Title IX Coordinator (for Complaints alleging Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence, or Stalking) shall monitor, supervise, and oversee the investigation to ensure that it is conducted in accordance with the standards, procedures and timelines set forth in this policy. The Investigator shall not be within the administrative control or authority of any Respondent CSU Employee. The Investigator may be the DHR Administrator, the Title IX Coordinator, or their designee, provided that any designee shall be an MPP Employee or an external consultant.

V. Marital Status means an individual’s state of marriage, non-marriage, divorce or dissolution, separation, widowhood, annulment, or other marital state.

W. Nationality includes citizenship, country of origin, and national origin and is a Protected Status.

X. Parties to a Complaint are the Complainant(s) and the Respondent(s).

Y. Preponderance of the Evidence means the greater weight of the evidence; i.e., that the evidence on one side outweighs, preponderates over, or is more than, the evidence on the other side. The Preponderance of the Evidence is the applicable standard for demonstrating facts and reaching conclusions in an investigation conducted pursuant to this Executive Order.

Z. Protected Status includes Age, Disability, Gender, Genetic Information, Gender Identity or Expression, Nationality, Marital Status, Race or Ethnicity, Religion, Sexual Orientation, and Veteran or Military Status.

AA. Race or Ethnicity includes ancestry, color, ethnic group identification, and ethnic background and is a Protected Status.

BB. Religion is a Protected Status and includes all aspects of religious belief, observance, and practice and includes agnosticism and atheism. Religious dress and grooming practices, such as wearing religious clothing, head or face covering, jewelry, and artifacts, are part of a Complainant’s religious observance or belief.
CC. Remedies mean actions taken to correct allegations and/or reported violations of Discrimination, Harassment, Retaliation, Sexual Misconduct, Dating or Domestic Violence or Stalking as set forth in this Executive Order. Remedies can include Discipline or other corrective action.

Interim Remedies shall be offered prior to the conclusion of an investigation in order to immediately stop any wrong-doing and/or reduce or eliminate any negative impact, when appropriate. Persons reporting that they have been the victim of Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating or Domestic Violence or Stalking must be provided reasonable and available Interim Remedies, if requested, regardless of whether the person chooses to report the conduct to Campus police or local law enforcement, and regardless of whether an investigation is conducted under this Executive Order. Examples may include offering the option of psychological counseling services, changes to academic or living situations, completing a course and/or courses online (if otherwise appropriate), academic tutoring, arranging for the re-taking of a class or withdrawal from a class without penalty, and/or any measure as appropriate to stop further alleged harm until an investigation is concluded or a resolution is reached. The Title IX Coordinator shall assist and provide the Complainant with reasonable Remedies as requested throughout the reporting, investigation, appeal, and disciplinary processes, and thereafter.

DD. Respondent means the CSU, a CSU Employee, another Student, or a Third Party who is alleged to have violated this Executive Order.

EE. Retaliation means Adverse Action taken against a Student because s/he has or is believed to have:

1. Exercised rights under this Executive Order;
2. Reported or opposed conduct which s/he reasonably and in good faith believes is in violation of this Executive Order;
3. Assisted or participated in a policy-related investigation/proceeding regardless of whether the Complaint was substantiated; or,
4. Assisted someone in reporting or opposing a violation of this Executive Order, or assisted someone in reporting or opposing Retaliation under this Executive Order.

Retaliation may occur whether or not there is a power or authority differential between the individuals involved.

FF. Sexual Assault Victim’s Advocate refers to Employees or third party professionals appointed to support Complainants reporting Sexual Misconduct. They must be certified and have received specialized training to provide advice and assistance, including but not limited to the provision of information about available options in the Complaint, law enforcement, legal, and medical processes, and with emotional and decision making support. Sexual Assault Victim’s Advocates may serve as the Complainant’s Advisor and assist in seeking services. They are committed to maintain the highest possible level of confidentiality permissible under state and federal law in their communications with the persons they assist. Sexual Assault Victim’s Advocates are appointed based on experience and demonstrated ability to effectively provide services to victims/survivors/Complainants. See Executive Order 1095 for more detailed information.

GG. Sexual Harassment, a form of Sex Discrimination, is unwelcome verbal, nonverbal or physical conduct of a sexual nature that includes but is not limited to sexual advances, requests for sexual favors, and any other conduct of a sexual nature where:

1. Submission to, or rejection of, the conduct is explicitly or implicitly used as the basis for any decision affecting a Complainant’s academic status or progress, or access to benefits and services, honors, programs, or activities available at or through the University; or
2. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the
Complainant, and is in fact considered by the Complainant, as limiting his or her ability to participate in or benefit from the services, activities or opportunities offered by the University; or

3. The conduct is sufficiently severe, persistent or pervasive that its effect, whether or not intended, could be considered by a reasonable person in the shoes of the Complainant, and is in fact considered by the Complainant, as creating an intimidating, hostile or offensive environment.

Sexual Harassment could include being forced to engage in unwanted sexual contact as a condition of membership in a student organization; being subjected to video exploitation or a campaign of sexually explicit graffiti; or frequently being exposed to unwanted images of a sexual nature in a classroom that are unrelated to the coursework. Sexual Harassment also includes acts of verbal, non-verbal or physical aggression, intimidation or hostility based on Gender or sex-stereotyping, even if those acts do not involve conduct of a sexual nature. This policy covers unwelcome conduct of a sexual nature. While romantic, sexual, intimate, personal or social relationships between members of the University community may begin as consensual, they may evolve into situations that lead to Sexual Harassment or Sexual Misconduct, including Dating or Domestic Violence, or Stalking, subject to this policy.

**III. Sexual Misconduct:** All sexual activity between members of the CSU community must be based on Affirmative Consent. Engaging in any sexual activity without first obtaining Affirmative Consent to the specific activity is Sexual Misconduct, whether or not the conduct violates any civil or criminal law.

Sexual activity includes, but is not limited to, kissing, touching intimate body parts, fondling, intercourse, penetration of any body part, and oral sex. It also includes any unwelcome physical sexual acts, such as unwelcome sexual touching, Sexual Assault, Sexual Battery, Rape, and Dating Violence. When based on Gender, Domestic Violence or Stalking also constitute Sexual Misconduct. Sexual Misconduct may include using physical force, violence, threat, or intimidation, ignoring the objections of the other person, causing the other person’s intoxication or incapacitation through the use of drugs or alcohol, or taking advantage of the other person’s incapacitation (including voluntary intoxication) to engage in sexual activity. Men as well as women can be victims of these forms of Sexual Misconduct. Sexual activity with a minor is never consensual when the Complainant is under 18 years old, because the minor is considered incapable of giving legal consent due to age.

1. **Sexual Assault** is a form of Sexual Misconduct and is an attempt, coupled with the ability, to commit a violent injury on the person of another because of that person’s Gender or sex.

2. **Sexual Battery** is a form of Sexual Misconduct and is any willful and unlawful use of force or violence upon the person of another because of that person’s Gender or sex as well as touching an intimate part of another person against that person’s will and for the purpose of sexual arousal, gratification, or abuse.

3. **Rape** is a form of Sexual Misconduct and is non-consensual sexual intercourse that may also involve the use of threat of force, violence, or immediate and unlawful bodily injury or threats of future retaliation and duress. Any sexual penetration, however slight, is sufficient to constitute Rape. Sexual acts including intercourse are considered non-consensual when a person is incapable of giving consent because s/he is incapacitated from alcohol and/or drugs, is under 18 years old, or if a mental disorder or developmental or physical Disability renders a person incapable of giving consent. The Respondent’s relationship to the person (such as family member, spouse, friend, acquaintance or stranger) is irrelevant. (See complete definition of Affirmative Consent above.)

4. **Acquaintance Rape** is a form of Sexual Misconduct committed by an individual known to the victim. This includes a person the victim may have just met; i.e., at a
party, introduced through a friend, or on a social networking website. (See above for definition of Rape.)

II. Sexual Orientation means one’s preference in sexual partners and includes heterosexuality, homosexuality or bisexuality and is a Protected Status.

JJ. Stalking means engaging in a repeated Course of Conduct directed at a specific person that would cause a Reasonable Person to fear for his/her or others’ safety or to suffer Substantial Emotional Distress. For purposes of this definition:

1. Course of Conduct means two or more acts, including but not limited to, acts in which the stalker directly, indirectly, or through Third Parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person’s property;

2. Reasonable Person means a reasonable person under similar circumstances and with the same Protected Status(es) as the Complainant;

3. Substantial Emotional Distress means significant mental suffering or anguish that may, but does not necessarily require medical or other professional treatment or counseling.

KK. Student means an applicant for admission to the CSU, an admitted CSU Student, an enrolled CSU Student, a CSU extended education Student, a CSU Student between academic terms, a CSU graduate awaiting a degree, a CSU student currently serving a suspension or interim suspension, and a CSU Student who withdraws from the University while a disciplinary matter (including investigation) is pending.

LL. Third Party means a person other than an Employee or a Student. Examples include employees of auxiliary organizations, volunteers, independent contractors, vendors, and their employees, and visitors.

MM. Title IX means Title IX of the Education Amendments of 1972.

NN. Title IX Coordinator means the Campus MPP Employee appointed by the Campus president to coordinate compliance with Title IX; VAWA/Campus SaVE Act; and other related state and federal laws prohibiting Discrimination, Harassment and Retaliation based on Gender or sex, including Sex Discrimination, Sexual Harassment, Sexual Misconduct, Dating and Domestic Violence and Stalking. (See Executive Order 1095.)


PP. Veteran or Military Status may be Protected Statuses and means service in the uniformed services.

QQ. Working Days are defined as Monday through Friday, excluding all official holidays or Campus closures at the Campus where the Complaint originated or at the CO where an Appeal is reviewed.

For a copy of the complete version of this Executive Order, Complaint Form and Complaint Timelines, go to these websites:

Human Resources, Diversity and Inclusion:
http://hr.fullerton.edu/faculty_staff_relations/ProgramAdministration.asp

Executive Order 1097, Complaint Form, and Complaint Timelines:

For information regarding Discrimination, Harassment, Sexual Harassment or Title IX policies and/or complaint resolution as well as filing procedures please contact Mary Becerra, Title IX Coordinator, Langsdorf Hall, Suite 809; 657-278-2850, or titleix@fullerton.edu.
UNIVERSITY POLICY REGARDING PERFORMANCES, RALLIES, OR SIMILAR PUBLIC EVENTS ON CAMPUS

President's Directive No. 5

This directive is issued pursuant to Sections 89031 and 89035 of the Education Code. Violation of this directive is a misdemeanor and is punishable as prescribed in Section 19 of the California Penal Code and/or Section 41301, Title 5, California Code of Regulations. Except as provided in this directive, it is unlawful for any person, group or organization to present, perform or participate in any public meeting, performance, rally or similar public event except as authorized by the president or his/her designee and subject to conditions and requirements as attached.

Sections 42353 and 42354 of Title 5, California Code of Regulations state as follows in pertinent part:

"The President of the campus may permit the use of campus buildings and grounds for public meetings, performances, rallies and similar events held in accordance with reasonable directives issued by the respective campus president as to the time, place and manner thereof. Any such event occurring on campus in violation of established campus directives regarding time, place and manner is prohibited."

"Notice shall be posted at or near the principal entrances of each campus calling attention to the existence of regulations relating to soliciting handbills and circulars, and to public meetings, performances, rallies and similar public events, citing by the number the sections in this Article and designation the places where copies thereof and of directive issued by the campus president pursuant thereto may be examined."

I. Directive

A. Public meetings, performances, rallies, and similar events may be held by students and faculty in accordance with procedures approved by the President.
B. Public meetings, performances, rallies similar public events may be held by non-students or non-faculty only with written permission of the President or the President's designee.
C. Fund-raising activities may occur in accordance with provisions of the campus Facility Use Manual.
D. Public meetings, performances, rallies and similar public events must not disrupt the educational process.

II. Time, Place, Manner

Such events may be held in accordance with scheduling procedures approved by the President or the President's designee. These procedures include but are not limited to the following regulations:

- Rallies, public meetings and performances held in the central quad, which require amplification may use only the sound system and technician provided by the University center.
- Musical performances in the central quad, which require amplification, may occur only between 12:00 pm and 1:00 pm.
- In no case shall any activity occur if it disrupts the educational process.
- Space for any meeting, rally or other public event held in an exterior location must be scheduled through the Office of Student Life or, in the case of physical education, athletics and recreation facilities, through the campus Sports/Physical Performance Complex and in accordance with policies and procedures governing use of those facilities. Student groups wishing to schedule a meeting, rally or other public event indoors must also schedule through the Office of Student Life.
- Speakers are not to be subjected to harassment, nor is the right of all to hear the speaker to be infringed.

All students, and faculty and staff on their own time, are free to participate in demonstration as long as the activity, in the opinion of the President or the President's designee, does not disrupt ordinary foot and/or vehicle traffic, or otherwise interfere with the operations of
offices and/or the conduct of classes, and as long as it does not occur in places other than those in which University business is not normally conducted (such as an exterior location or the lobby of a building). Demonstrations may not be conducted in classrooms, offices or reception areas.

III. Designation
In those cases involving students or student organizations, the President's designee shall be the Vice President for Student Affairs or the Vice President's designee. In those cases involving faculty or faculty organizations, staff, non-students, the President's designee shall be the Vice President for Administration or the Vice President's designee.

President's Directive No. 5, Effective: February 1994

APPENDIX

PREPARING FOR AN EMERGENCY
California State University, Fullerton’s Emergency Operations Plan provides the framework and strategies for preparing for, responding to, and recovering from an emergency or disaster that affects the campus and the surrounding area. Knowing your role and responsibilities during an emergency is vital to the plan’s success.

For information to help you prepare for most expected hazards or emergencies, please visit the Campus Emergency Preparedness website at prepare.fullerton.edu. Sample topics include:
- University Emergency Operations Plan
- Shelter in Place/Active Shooter Guidance
- Campus Evacuation Areas
- Emergency Supplies for Campus/Car/Home
- Emergency Notification System

The iFullerton app now has information on what to do during an emergency and how to get prepared, along with on-campus and local weather information.

During an emergency the University is committed to providing students the latest and best available information regarding the incident. Be sure to register your cell phone, home phone and email address so that you can be reached in case of an emergency situation on the campus. For information on updating or adding any personal contact information, please visit this website: prepare.fullerton.edu and click the “Emergency Alerts” tab. In the event of an emergency on campus you may also dial 877 278-1712 to receive 24-hour recorded information regarding the situation.

For comments or questions regarding the Emergency Operations Plan or Cal State Fullerton emergency preparedness please contact the Emergency Management Coordinator at (657) 278-3572.

DISCRIMINATION / HARASSMENT / TITLE IX COMPLAINTS
The University is committed to maintaining a positive learning, working and living environment and does not tolerate race-based discrimination or any other form of unlawful discrimination or harassment, including sexual harassment and sexual violence. It is your right to contact University officials if you believe you have been subjected to discrimination or harassment by another student, faculty or staff, without fear of retaliation. Applicable policies and procedures are set forth in CSU Executive Orders 1095 and 1097, both of which are included in this handbook. For information regarding Discrimination, Harassment, Sexual Harassment or Title IX policies and/or complaint resolution as well as filing procedures please contact Mary Becerra, Title IX Coordinator, Langsdorf Hall, Suite 809; 657-278-2850, or titleix@fullerton.edu.
# CAMPUS DIRECTORY

Unless otherwise noted, the area code prefix for all university extensions is (657) 278-xxxx. You can reach the university operator at (657) 278-2011.

<table>
<thead>
<tr>
<th>Department</th>
<th>Room</th>
<th>Phone</th>
</tr>
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<tbody>
<tr>
<td>Academic Advisement Center</td>
<td>UH-123B</td>
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<td>Academic Appeals</td>
<td>LH-805</td>
<td>3836</td>
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<tr>
<td>Admissions &amp; Records Service Center</td>
<td>LH-114</td>
<td>2300</td>
</tr>
<tr>
<td>Adult Reentry Center</td>
<td>UH-205</td>
<td>3889</td>
</tr>
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<td>Alumni Relations</td>
<td>GAH-100</td>
<td>2586</td>
</tr>
<tr>
<td>American Language Program</td>
<td>CP-200</td>
<td>8293</td>
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<td>Arboretum Office</td>
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<tr>
<td>Arts, College of the</td>
<td>VA-199</td>
<td>3256</td>
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<td>Associated Students, CSUF, Inc.</td>
<td>TSU-207</td>
<td>3295</td>
</tr>
<tr>
<td>Athletics</td>
<td>Titan House Lobby</td>
<td>3058/2777</td>
</tr>
<tr>
<td>Bookstore</td>
<td>Commons</td>
<td>3418</td>
</tr>
<tr>
<td>Box Office - Athletics</td>
<td>TH-110</td>
<td>2783</td>
</tr>
<tr>
<td>Box Office - Performing Arts</td>
<td>CPAC-198B</td>
<td>3371</td>
</tr>
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<td>Business &amp; Economics, College of</td>
<td>SGMH-3100</td>
<td>4652</td>
</tr>
<tr>
<td>Business Advising Center</td>
<td>SGMH-1201A</td>
<td>2211</td>
</tr>
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<td>Camp Titan</td>
<td>TSU-269</td>
<td>3036</td>
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<tr>
<td>Campus Dining</td>
<td>TSU-121</td>
<td>4124</td>
</tr>
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<td>2011</td>
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<td>Campus Tours</td>
<td>UH-178</td>
<td>2501</td>
</tr>
<tr>
<td>Career Center</td>
<td>LH-208</td>
<td>3121</td>
</tr>
<tr>
<td>Center for Careers in Teaching</td>
<td>H-113</td>
<td>7130</td>
</tr>
<tr>
<td>Center for Internships &amp; Community Engagement</td>
<td>LH-206</td>
<td>3746</td>
</tr>
<tr>
<td>Children’s Center</td>
<td>CC-102</td>
<td>2961</td>
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<tr>
<td>College Legal Clinic</td>
<td>TSU-258</td>
<td>5850</td>
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<tr>
<td>Communications, College of</td>
<td>CP-450</td>
<td>3355</td>
</tr>
<tr>
<td>Counseling &amp; Psychological Services</td>
<td>SHCC East</td>
<td>3040</td>
</tr>
<tr>
<td>Daily Titan, Classified</td>
<td>CP-660</td>
<td>4411</td>
</tr>
<tr>
<td>Dean of Students Office</td>
<td>TSU-235</td>
<td>3211</td>
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<tr>
<td>Disability Support Services</td>
<td>UH-101</td>
<td>3117</td>
</tr>
<tr>
<td>Education, College of</td>
<td>CP-500</td>
<td>3411</td>
</tr>
<tr>
<td>Educational Opportunity Program (Counseling)</td>
<td>UH-143</td>
<td>2288</td>
</tr>
<tr>
<td>Emergency</td>
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<td>911</td>
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<td>Engineering &amp; Computer Science, College of</td>
<td>CS-502</td>
<td>3362</td>
</tr>
<tr>
<td>Extended Education</td>
<td>CP-100</td>
<td>2611</td>
</tr>
<tr>
<td>Financial Aid</td>
<td>UH-146</td>
<td>3125</td>
</tr>
<tr>
<td>First Year Experience</td>
<td>LH-216</td>
<td>3709</td>
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<tr>
<td>Garden Grove Center (Extended Education)</td>
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<td>2988</td>
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<td>Health Services</td>
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<td>EC-606</td>
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<td>Health Professions Advising</td>
<td>UH-223</td>
<td>3980</td>
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<td>H-211</td>
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<td>International Programs</td>
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<td>2787</td>
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<td>IRVC</td>
<td>1600</td>
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<tr>
<td>Library</td>
<td>PLN/PLS</td>
<td>2633</td>
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<tr>
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<td>TSU Front Desk Lobby</td>
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<td>University Police</td>
<td>UPD Lobby</td>
<td>4308</td>
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<td>Natural Sciences &amp; Mathematics</td>
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<td>2501</td>
</tr>
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<td>Student Life &amp; Leadership</td>
<td>TSU-247</td>
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</tr>
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<tr>
<td>Testing Center</td>
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<td>3555</td>
</tr>
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<tr>
<td>University Learning Center</td>
<td>PLN-200</td>
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<td>UPD</td>
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<td>Commons</td>
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<td>Veterans Student Services</td>
<td>UH-230</td>
<td>8660</td>
</tr>
<tr>
<td>VP for Academic Affairs</td>
<td>CP-1060</td>
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<tr>
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<td>July 25 – August 14, 2016</td>
<td>August 15 – 21, 2016</td>
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<td>Friday: 7:300 am-3:00 pm</td>
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<td>Saturday &amp; Sunday: 10:00 am - 3:00 pm</td>
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<td>Saturday &amp; Sunday: Closed</td>
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<td><strong>The Yum</strong></td>
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<tr>
<td>Saturday &amp; Sunday: Closed</td>
<td>Saturday &amp; Sunday: Closed</td>
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<tr>
<td><strong>Irvine Campus Bookstore</strong></td>
<td><strong>Irvine Campus Bookstore</strong></td>
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<tr>
<td>Monday–Thursday: 10:00 am-6:00 pm</td>
<td>Monday–Thursday: 10:00 am - 7:00 pm</td>
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<tr>
<td>Friday – Sun: Closed</td>
<td>Friday: 10:00 am - 1:00 pm</td>
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<tr>
<td>Saturday: 9:00am - 2:00pm</td>
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</tbody>
</table>

**August 22 – 28, 2016**
*(First Week of Classes)*

<table>
<thead>
<tr>
<th><strong>Titan Shops</strong></th>
<th><strong>Balance of Semester</strong></th>
</tr>
</thead>
<tbody>
<tr>
<td>Monday – Thursday: 7:30 am - 9:00 pm</td>
<td><strong>Titan Shops</strong></td>
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<tr>
<td>Friday: 7:30 am - 6:00 pm</td>
<td>Monday – Thursday: 7:30 am - 7:00 pm</td>
</tr>
<tr>
<td>Saturday &amp; Sunday: 10:00 am - 3:00 pm</td>
<td>Friday: 7:30 am - 3:00 pm</td>
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<tr>
<td><strong>Brief Stop</strong></td>
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<tr>
<td>Monday – Thursday: 8:00 am - 9:00 pm</td>
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<td>Friday: 8:00 am - 2:00 pm</td>
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<tr>
<td>Saturday &amp; Sunday: Closed</td>
<td>Saturday &amp; Sunday: Closed</td>
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<tr>
<td><strong>The Yum</strong></td>
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<td>Friday: 8:00 am - 5:00 pm</td>
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<tr>
<td>Saturday &amp; Sunday: Closed</td>
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<tr>
<td><strong>Irvine Campus Bookstore</strong></td>
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<td>Friday: 8:30 am - 3:00 pm</td>
<td>Friday: 8:30 am - 1:00 pm</td>
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<tr>
<td>Saturday: 9:00 am - 2:00 pm</td>
<td>Saturday &amp; Sunday: Closed</td>
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### Titan Shops
**Fall 2016 Hours (continued)**

<table>
<thead>
<tr>
<th>November 21 – 27, 2016 (Fall Recess)</th>
<th>December 12 – 18, 2016 (Finals Week)</th>
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</thead>
<tbody>
<tr>
<td><strong>Titan Shops</strong></td>
<td><strong>Titan Shops</strong></td>
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<tr>
<td>Monday - Wednesday: 8:00am - 5:00pm</td>
<td>Monday - Thursday: 7:30 am - 7:00 pm</td>
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<td>Thursday - Sunday: Closed</td>
<td>Friday: 7:30 am - 6:00 pm</td>
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<td><strong>Brief Stop</strong></td>
<td>Saturday &amp; Sunday: Closed</td>
</tr>
<tr>
<td>Closed</td>
<td></td>
</tr>
<tr>
<td><strong>The Yum</strong></td>
<td><strong>Brief Stop</strong></td>
</tr>
<tr>
<td>Closed</td>
<td>Monday - Thursday: 8:00 am - 9:00 pm</td>
</tr>
<tr>
<td><strong>Irvine Campus Bookstore</strong></td>
<td>Friday: 8:00 am - 2:00 pm</td>
</tr>
<tr>
<td>Closed</td>
<td>Saturday &amp; Sunday: Closed</td>
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<td></td>
<td><strong>The Yum</strong></td>
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<tr>
<td></td>
<td>Monday - Thursday: 8:00 am -11pm</td>
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<td></td>
<td>Friday: 8:00 am - 5:00 pm</td>
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<td></td>
<td>Saturday &amp; Sunday: Closed</td>
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<td></td>
<td>Friday: 8:30 am - 1:00 pm</td>
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<td>Saturday &amp; Sunday: Closed</td>
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### Titan Shops
**Winter Recess 2016/2017 Hours**

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<tbody>
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<td><strong>Titan Shops</strong></td>
<td><strong>Titan Shops</strong></td>
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<tr>
<td>Monday - Friday: 8:00am - 5:00 pm</td>
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<td>Saturday-Sunday: Closed</td>
<td>Tuesday – Friday: 8:00am-5:00pm</td>
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<td><strong>The Yum</strong></td>
<td><strong>The Yum</strong></td>
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<tr>
<td>Closed</td>
<td>Closed</td>
</tr>
<tr>
<td><strong>Irvine Campus Bookstore</strong></td>
<td><strong>Irvine Campus Bookstore</strong></td>
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<tr>
<td>Monday – Tuesday: 10:00 am-3:00 pm</td>
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Hours subject to change.
# Titan Shops

## Intersession 2017 Hours

### January 2 – 15, 2017

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<td>Tuesday – Thursday: 7:30 am-7:00 pm</td>
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<td>Friday: 7:300 am-3:00 pm</td>
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<td>Saturday &amp; Sunday: Closed</td>
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<td><strong>Brief Stop</strong></td>
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### January 16 – 22, 2017

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<td>Tuesday – Thursday: 7:30 am-7:00 pm</td>
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<td>Friday: 10:00 am-1:00 pm</td>
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# Titan Shops
## Spring 2017 Hours

### January 23 – 29, 2017
(First Week of Classes)

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<td>Friday: 7:30 am-6:00 pm</td>
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### March 27 – April 2, 2017
(Spring Recess)

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### Balance of Semester

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### May 15 – 21, 2017
(Finals Week)

<table>
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<td>Saturday &amp; Sunday: Closed</td>
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Hours subject to change.
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<thead>
<tr>
<th>Event</th>
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<tr>
<td><strong>Summer Session 2016</strong></td>
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<td>First day of classes</td>
<td>May 31</td>
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<tr>
<td>Independence Day – campus CLOSED</td>
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<td>August 5</td>
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<td><strong>Fall Semester 2016</strong></td>
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<tr>
<td>First day of M-F classes</td>
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<tr>
<td>Labor Day – campus CLOSED</td>
<td>September 5</td>
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<tr>
<td>Columbus Day – campus OPEN</td>
<td>October 10</td>
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<tr>
<td>Veterans Day (Observed) – campus CLOSED</td>
<td>November 11</td>
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<tr>
<td>Fall Recess – no classes; campus OPEN 11/21-23; campus CLOSED 11/24-25</td>
<td>November 21-27</td>
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<tr>
<td>Last day of classes</td>
<td>December 9</td>
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<td>Semester examinations</td>
<td>December 10-16</td>
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<tr>
<td>Winter Recess – campus CLOSED</td>
<td>December 26, 2016 - January 1, 2017</td>
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<td><strong>Intersession 2017</strong></td>
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<td>January 3, 2017</td>
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<tr>
<td>Last day of classes</td>
<td>January 20, 2017</td>
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<td><strong>Spring Semester 2017</strong></td>
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<td>Martin Luther King, Jr. Day – campus CLOSED</td>
<td>January 16</td>
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<tr>
<td>First day of M-F classes</td>
<td>January 23</td>
<td></td>
</tr>
<tr>
<td>Presidents’ Day – campus CLOSED</td>
<td>February 20</td>
<td></td>
</tr>
<tr>
<td>Spring Recess – no classes; campus OPEN EXCEPT Thursday, March 31, Cesar Chavez Day</td>
<td>March 27-April 2</td>
<td></td>
</tr>
<tr>
<td>Cesar Chavez Day – campus CLOSED</td>
<td>March 31</td>
<td></td>
</tr>
<tr>
<td>Last day of classes</td>
<td>May 12</td>
<td></td>
</tr>
<tr>
<td>Semester examinations</td>
<td>May 13-19</td>
<td></td>
</tr>
<tr>
<td>Commencement exercises</td>
<td>May 20-21</td>
<td></td>
</tr>
<tr>
<td>Memorial Day – campus CLOSED</td>
<td>May 29</td>
<td></td>
</tr>
</tbody>
</table>
Map to the Irvine Campus

Map to the Garden Grove Campus