MODEL A (Student Policy)

SCHOOL OF ____________________________
SEX OFFENDERS SCREENING POLICY

Policy Statement

It is the policy of the School of ____________________________ that no students or applicants who have been convicted of sex offenses against children shall be eligible for admission or matriculation in the following academic programs: ____________________________ (the “Affected Programs”).

Procedure

1. Responsible Office. The [appropriate school official] shall administer the Sex Offenders Screening Policy as it relates to student admissions and transfers.

2. Periodic Review. Periodically the [appropriate school committee] will review the policy, and recommend whether additional or different programs should fall within the scope of the policy.

3. Pre-admission and Transfer Screening. Prior to accepting any student for admission or transfer into an Affected Program, the [appropriate school official] shall access the Indiana Sex Offenders Registry to determine whether the applicant’s name appears on the Registry. [Alternatively, the list of applicants can be sent to the Registrar’s Office for screening against the Registry.] Any applicant whose name is on the Registry shall be ineligible for admission or transfer and shall be notified of nonacceptance and the reason for such ineligibility.

4. Students in Affected Programs. Any student who is already in an Affected Program and whose name appears on the Registry during the time of matriculation, or has been convicted of an offense for which the student can be listed on the Registry, shall be ineligible for continuation or completion of the Affected Program. Any faculty member, student or other person within the School who becomes aware of such a situation should bring it to the attention of ____________________________ for appropriate action.

5. Notice. The School Bulletin shall include a statement giving notice to potential applicants that criminal convictions may render persons ineligible for admission to certain programs [e.g., “Applicants should be aware that criminal convictions may result in ineligibility for admission to certain programs of study within the School of ____________________________.”]
Questions regarding School policy on such matters should be addressed to __________________________.["

6. **Non-exclusive Policy.** Nothing in this Policy shall be deemed to preclude the School from taking other appropriate action in such cases, or in the case of applicants or students involved in other conduct or criminal activities not covered by this Policy.