



TECHNICAL COLLEGE
OF THE LOWCOUNTRY

STUDENT CODE & GRIEVANCE
SA – 405

Department Responsibility: Student Affairs

Approved Date: October 20, 2020

Related Policies & Laws: [State Board Policy 3-2-106](#)

[Americans with Disabilities Act](#)

[Title IX](#)

[SACSCOC Policy](#)



CHAIRMAN SIGNATURE



PRESIDENT SIGNATURE

It is the policy of the Technical College of the Lowcountry (TCL) that the State Student Code and Grievance Procedure shall govern conduct and guarantee due process for students enrolled in the college.

The Student Code and Grievance Policy may be revised as needed with approval of the TCL Commission and approval of the State Board for Technical and Comprehensive Education.

I. STUDENT CODE

The Student Code is a collection of rules, regulations, policies, and procedures that apply to, or otherwise directly impact, students at Technical College of the Lowcountry. Rules stated in the Student Code apply to all TCL students.

Students may file a grievance based on alleged violations of college policy or campus regulations regarding student privacy rights; or discrimination based on race, color, national origin, religion, gender, pregnancy, physical or mental disability, marital status, age, sexual orientation, citizenship, or service in the uniformed services. The complained of actions must have resulted in injury to the student

Complaints of sexual harassment or assault should be reported to the assigned Title IX Coordinator.



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II. GRIEVANCES

A. ACADEMIC APPEAL

TCL students have the right to appeal academic decisions or request for an exception to a college rule or policy on an academic matter. Students are expected to be full participants in academic advising and thus to be both prepared and engaged in the advising experience. The academic landscape changes constantly, and although advisors can provide advice, each student is ultimately responsible for knowing and understanding the degree requirements and policies related to his/her own academic progress. Petitions based on a lack of knowledge of college requirements do not qualify.

B. FINANCIAL AID APPEAL

Students disqualified from Financial Aid may appeal if there was an extenuating circumstance that affected the student's ability to make academic progress. Examples of extenuating circumstances include but are not limited to:

- Death in the family
- Severe illness or hospitalization
- Various reason which were beyond the student's control

C. INSTITUTIONAL GRIEVANCE

It is the policy of the Technical College of the Lowcountry to maintain ongoing compliance with SACSCOC standards and policies, and ensure appropriate grievance procedures and standards of procedural fairness are applied consistently.

Formal institutional grievances must meet the following thresholds:

- The grievance alleges a violation of written college policies or procedures, **OR**
- The grievance alleges a written college policy or procedure has been arbitrarily, capriciously or unequally applied, **AND**
- The grievance has been unsuccessfully resolved through informal resolution strategies, **AND**
- The grievance has been communicated in writing and asserts that a formal grievance is being filed.

PROCEDURES:	405.1
	405.2
	405.3
	405.4
	405.5