CONSUMER INFORMATION

Notice of Availability of Institutional and Financial Aid Information

To help students and families make better-informed decisions about higher education, Salina Tech is pleased to provide consumer information, college policies and disclosures as required under the Higher Education Opportunity Act and other legislation.

Other consumer information can be found in the school catalog and through direct distribution to each individual. Students and families the right to receive this information in paper form. Contact the Student Services Office to receive paper copies.

For more information about the Higher Education Opportunity Act, please refer to the U.S. Department of Education website at: https://www.ed.gov/higher-education

Salina Area Technical College Drug-Free Workplace

The unlawful manufacture, possession, distribution or use of a controlled substance or alcoholic beverage is prohibited at the College. As a condition of employment at the College, employees shall abide by the terms of this policy. This policy is required by the 1989 amendments to the Drug-Free Schools and Communities Act, P.L. 102-226, 103 St. 1928.

Any employee who is convicted under a criminal drug statute for a violation occurring at the workplace must notify the President of the conviction within five days after the conviction. The College will take appropriate action with the employee within 30 days after notice of conviction is received. Such action may include suspension, probationary status, or other disciplinary action including termination. Alternatively, or in addition to any action short of termination, the employee may be required to participate satisfactorily in an approved drug abuse assistance or rehabilitation program as a condition of continued employment.

This policy is intended to implement the requirements of the federal regulations promulgated under the Drug-Free Workplace Act of 1988, 34 CFR Part 85, Subpart F. It is not intended to supplant or otherwise diminish disciplinary actions which may be taken under Board policies or the negotiated agreement.

Employees who are found violating the terms of this policy may be reported to the appropriate law enforcement officers. Prior to application of sanctions under this policy, employees will be afforded due process rights to which they are entitled under their contracts or the provisions of Kansas law.

All arrangements for participation in a drug and alcohol education, treatment, counseling, or rehabilitation program are entirely the responsibility of the employee.

Salina Area Technical College Drug-Free College Policy

The unlawful manufacture, possession, distribution or use of a controlled substance or alcoholic beverage is prohibited on the College campus or by anyone conducting college business, regardless of location. To provide a safe and healthy working and learning environment, employees and students of Salina Tech are expected to be in appropriate mental and physical condition to perform assigned duties and fully participate in the learning process. See also the Salina Tech Drug-Free Workplace as listed above. Resources for students and employees who need assistance with substance abuse are encouraged to contact their Salina Tech instructor, or any Salina Tech administrative staff member. Resources are listed in the Substance Abuse Assistance and Local Resources below.

Drug and Alcohol Awareness

Salina Tech recognizes the emotional and social impact of drug and alcohol problems. Students who would like to have a confidential discussion regarding drug or alcohol usage should contact the Vice President of Student and Academic Affairs for available community assessment services. While Salina Tech supports state and local drug and alcohol laws, we also recognize and support students who are seeking assistance with drug or alcohol concerns.

Part 86, the Drug and Alcohol Abuse Prevention Regulations (Education Department General Administrative Regulations [EDGAR]), requires that, as a condition of receiving funds or any other form of financial assistance under any federal program, an institution of higher education must certify it has adopted and implemented a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. Program effectiveness is reviewed annually during the fall semester and College Catalog revision processes.

Substance Abuse Assistance and Local Resources

- Addiction Search 800-559-9503 www.addictionsearch.com
- Al-Anon Family Groups 785-823-1646 www.kansas-al-anon.org
- Alano Club 785-825-9923 www.alanoclubs.com
- Alcoholics Anonymous 785-823-3338 www.kansas.aa.org
- Breakthrough Inc. 785-823-8884
- Central Kansas Mental Health Center (CKMHC) 785-823-6322 www.ckmhc.org
- Comprehensive Counseling Consultation LLC 785-493-0520
- Teen Al-Anon (via CKF) 785-825-6224 https://ckfaddictiontreatment.org/
- Innovative Solutions Addictions Center 785-452-9200
- Narcotics Anonymous 785-823-1988
  Oxford House Charis - Women's 785-404-1904 www.usnodrugs.com/Kansas/Salina/Breakthrough_Inc
- Central Kansas Foundation (CKF) 785-825-6224 https://ckfaddictiontreatment.org/
- Oxford House Jayhawk – Men's 785-404-2283 www.oxfordhouse.org

Clery Act and the Campus Sexual Violation Elimination Act

Salina Tech is committed to providing an atmosphere free of violence for all members of the campus community. In compliance with the Jeanne Clery Act and the Campus Sexual Violence Elimination Act (SaVE Act), Salina Tech does not tolerate: stalking, sexual assault, domestic violence or dating violence.

Salina Tech will pursue the perpetrators of such acts to the fullest extent of the law. Students or employees who are responsible for such acts of violence will be subject to disciplinary action through the Student Services Office or Office of Human Resources. This can include expulsion or termination and criminal prosecution simultaneously.

Salina Tech is also committed to providing safety and support services to victims of stalking, sexual assault, domestic violence or dating violence. This policy applies equally to all members of Salina Tech's community: students, faculty, staff, contract employees, volunteers, and campus visitors.

Victims and accused perpetrators of such crimes have legal rights and options available to them. Any member of the Salina Tech community (students, faculty, staff, contract employees, volunteers or campus visitors) who has experienced or knows of another member of the community who has experienced stalking, sexual assault, domestic violence or dating violence should immediately contact the Vice President of Student and Academic Affairs (785-309-3120) or the Office of Human Resources (785-309-3160). Both offices are located in Building A, first floor, 2562 Centennial Rd., Salina, KS 67401.

Salina Tech's full policy on stalking, sexual assault, domestic violence or dating violence, legal definitions, rights and options of victims and accused perpetrators is available on the Salina Tech website: https://salinatech.edu/wp-content/uploads/Human-Resources-Campus-SaVE-Act.pdf

Clery Campus Security and Crime Statistics Act

Statistics on criminal incidents, as required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, are available at college offices, as well as on individual campus websites. Data for the last three years, along with general information, can be found at this site: http://ope.ed.gov/security/This informational service is provided by the Office of Postsecondary Education of the U.S. Department of Education.

Campus Crime Reporting

Except in extreme circumstances, including but not limited to reporting stalking, sexual assault, domestic violence or dating violence, students and staff should notify a College administrator if the police department needs to be contacted. The administrator will place the call to the proper authorities. Once a College administrator has been contacted regarding suspicious acts, criminal actions or other emergencies occurring on campus, a warning report will be issued to members of the campus community in a timely fashion if administration and the appropriate authorities believe that the suspicious acts, criminal actions or other emergencies could place the campus community in danger (a) no later than the next scheduled day of classes if there is no immediate danger to the campus community or (b) as soon as possible if there is imminent danger to the campus community.

Appropriate action may include notification to students and staff about the availability of on- and off-campus counseling, mental health, or other student services depending on the situation.

From 2016-2018 Salina Tech staff and students, including its Salina campus, at any other location where classes were held, on any adjacent public properties (including Salina Tech students living at or utilizing Kansas State University at Salina Campus) did not experience any murders, arson, aggravated assaults, hate crimes. During the same period, there was an occurrence drug abuse and liquor law violation during 2016 resulting in disciplinary action, and 1 drug abuse arrest during 2018., liquor law violations, drug abuse violations or weapon possessions. During this three-year period there were also no forcible or non-forcible sex offenses, nor were there any reports of motor vehicle thefts.

Information is prepared annually and reported to the Department of Education in an annual security report. The three-year findings are compiled and published by mid-October each year, with the exception of 2020 when report is published December 31, 2020. After the publication is updated, it is distributed to all Salina Tech staff and students. Salina Tech will also electronically distribute this information and any updates through our learning management system and email. The report is also available for anyone to obtain in Student Services or online at:
https://www.salinatech.edu/admissions/consumer-information/

Please see or contact the Vice President of Student and Academic Affairs for more information.

Services for Students with Learning Disabilities

The College seeks to provide all students with a quality education and equal educational opportunities. Action will be taken to comply with legal requirements ensuring that course requirements do not discriminate or have the effect of discriminating on the basis of a student's known and adequately documented disability. Requested changes shall not be granted if they require alteration of essential elements of the program or directly related licensing requirements, or would result in undue financial or administrative burdens.

CONSUMER INFORMATION

Salina Tech operates under the mandate of Section 504 and 508 of the Federal Rehabilitation Act of 1973 and the Americans with Disabilities Act (ADA) Amendments Act of 2008, which prohibit discrimination on the basis of handicap against any "otherwise qualified individual." Individuals seeking accommodations must give reasonable notice (two weeks or more) and provide documentation to support their request. Reasonable accommodations will be made on a case-by-case basis in order to ensure educational accessibility. Be aware that high school and college have different expectations and requirements and different laws regarding accommodations.

Qualified students with documented disabilities may be able to qualify for accommodations. In order to receive services, students are required to complete the established procedures for admission into the college and complete the Needs Assessment Form which documents the disability in order to verify eligibility under the Americans with Disabilities Act, the ADA Amendments Act (ADA AA), Section 504 of the Rehabilitation Act of 1973, and Student Services policy.

For these purposes, a disability is defined as a physical or mental impairment that substantially limits one or more major life activities. Major life activities include, but are not limited to, caring for oneself, performing manual tasks, seeing, hearing, eating, sleeping, walking, standing, lifting, bending, speaking, breathing, learning, reading, concentrating, thinking, communicating, and working.

Documentation of disability assists the Student Services staff in collaborating with the student to determine reasonable accommodations and/or services, which are provided on a case-by-case basis. If the submitted documentation is incomplete or does not support the student's request for accommodations and/or services, the student may be asked to provide additional documentation. For example, an

Individualized Education Plan, 504 Plan, or **Summary of Performance (SOP)** from a secondary school without supporting information is generally not considered to be sufficient documentation.

Documentation, along with a Needs Assessment Form, should be submitted to Student Services early enough to allow sufficient time to review the request and implement reasonable accommodations and/or services. Needs Assessment Forms are available on our website and in Student Services.

For more information, consult with the Vice President of Student and Academic Affairs to determine the documentation needed.

The college reserves the right to deny admission or readmission to any individual considered detrimental to the best interests of the college community or if the college is unable to provide the services, courses or programs needed to assist any person in meeting his/her educational objectives.

Net Price Calculator

In accordance with the Higher Education Opportunity Act of 2008 Salina Tech has posted a net price calculator on its website that uses institutional data to provide estimated net price information for current and prospective students and their families based on a student's individual circumstances. The calculator does not represent a final determination, or actual award, of financial assistance, or a final net price; it is an estimate based on price of attendance and financial aid provided to students in a previous year. The price of attendance and financial aid availability change year to year. The estimates shall not be binding on the Secretary of Education, the institution of higher education, or the State. Students must complete the Free Application for Federal Student Aid (FAFSA) in order to be eligible for, and receive, an actual financial aid award that includes Federal grant or loan assistance. For more information on applying for Federal student aid, go to https://studentaid.gov/.

Voter Registration

United States citizens who are students of voting age can find voter information specific to their state of residence while attending school by visiting the Kansas Office of the Secretary of State website or visiting Student Services.

There are many policies and important information for students posted on our website and in the SATC College Catalog. The College Catalog is located on our website at**:** **https://www.salinatech.edu/students/college-catalog/.** To request a paper copy, please contact the Student Services Office.