

DEAN OF STUDENTS

To all Students:

SPRING 2019

The Office of Student Life has a few key reminders that we would like to review with you. Please e-mail us at student.life@nau.edu if you have any questions.

1. Check the following webpage for a list of all currently [Registered Student Organizations](#). We hope you will review the many opportunities associated with joining a student organization.
2. The on-line [Student Handbook](#) contains many university policies that can help you be successful and answer many questions that you might have. Use this valuable resource to learn about important rules and regulations (including the use of email, FERPA and transportation regulations), academic policies and many aspects of student life.
3. You should be aware of university expectations and your student rights regarding the [Student Code of Conduct](#) and the [Student Disciplinary Procedures](#). The Student Code of Conduct also applies to off-campus behaviors – particularly those resulting in a criminal arrest or citation for [nuisance parties](#). When students are arrested or cited, they must answer to both the city and the university.
4. Campus safety is a university priority, and students should be aware of the policies and laws that prohibit [weapons on campus](#) and permitted personal safety devices.
5. NAU's Title IX Coordinator is Pam Heinonen, Director of the Equity and Access Office. For more information on how to report sexual assault or other gender violence to the university, please call (928) 523-3312, visit our [Title IX](#) webpage or see the [NAU Policy and Procedures](#). For confidential support for those who have experienced gender violence, please contact the On-Campus Victim's Advocate at (928) 523-2225. For more information on other forms of prohibited discrimination, including Information about the Safe Working and Learning Environment Policy, please contact EAO at (928) 523-3312 or visit the [Equity and Access Office](#) webpage.
 - a. For more information see the [Arizona Board of Regents Nondiscrimination and Anti-Harassment Policy](#).
 - b. For information about filing a Title IX Complaint see the [NAU Policy and Procedures](#).
6. The ADA Coordinator and 504 Compliance Officer is Jamie Axelrod, Director of Disability Resources. For more information, please call (928) 523-8773 or visit our [Disability Resources](#) webpage.
7. The [Family Educational Rights and Privacy Act](#) (FERPA) protects the privacy of education records, provides student rights to inspect and review their education records, and provides guidelines for the correction of inaccurate or misleading data through informal and formal hearings. For more information about FERPA, see [Notification of Rights](#) regarding education records and [What Students Need to Know](#).
8. Students are allowed to change, edit and/or restrict certain directory information (telephone, address, e-mail) that Northern Arizona University maintains. You can do this yourself on [LOUIE](#). Log into [LOUIE](#) and navigate to: **Self Service > Campus Personal Information > FERPA Restrictions > Security > Edit FERPA/Directory Restrictions**

You will be provided choices as to what information you want the university to share about you. Keep in mind that if you restrict certain information from being released to the general public this may make it difficult for individuals to reach you. We want to remind you that the directory information provided on [LOUIE](#) is the only official source of Northern Arizona University directory information. Other services may exist on the internet but they are not affiliated with Northern Arizona University. For security reasons, use caution when releasing personal information to these various services.

9. Students may not copy, download or share software, documents or files protected by copyright using the university's computing resources, unless you have written permission from the copyright holder. Violations of copyright law may result in the university revoking your access to computing resources, including computer labs and network connections. You may also be subject to disciplinary action under the terms of the [Student Code of Conduct](#). Additionally, those who violate copyright law are subject to criminal and civil legal action by federal authorities and copyright holders. Please visit the following webpages for more information about the university's [Appropriate Use of Information Technology Resources Policy and Standards](#) and [Digital Millennium Copyright Act](#).
10. If the university receives a complaint about you from a copyright holder or copyright-holding organization such as the Recording Industry Association of America, your [NAU Wireless](#) connection will immediately be turned off and will remain off until you speak with the Student Technology Center. In the event of a second offense, your NAU Wireless connection will remain off until you meet with a representative from Student Life. See [Legal Alternatives](#) for file sharing for an up to date listing of legal sources for music, movies, television, video games and software.
11. NAU-Flagstaff is a [Tobacco Free Campus](#). For more information please visit [Tobacco Free NAU](#).
12. Northern Arizona University is committed to providing a healthy educational environment, consistent with university policies and free from unlawful acts. In addition, the university must certify compliance with the [Drug-Free Workplace Act \(41 USCA 71\)](#), [The Safe and Drug-Free Schools and Communities Act \(20 USCA 7101\)](#) and the [Drug and Alcohol Abuse Prevention Regulations \(34 CFR 86\)](#). As part of our prevention efforts for students enrolled at the Flagstaff campus, all spring 2019 new undergraduate students are required to complete the Essentials Course and new spring 2019 undergraduate transfer students must complete the Sexual Violence Course through the [My Student Body](#) online course. You will receive additional information about that process in a separate email from the University.
 - a. [Alcohol and Drug Abuse Prevention/Intervention Programs](#)
 - b. [Legal Sanctions/Disciplinary Action Associated with Alcohol and Drug Use](#)
 - c. [Health Risks Associated with Alcohol and Drugs](#)
 - d. [University Policies for Students Regarding Alcohol and Drugs](#)
 - e. [Medical Marijuana](#)

At Northern Arizona University we are committed to creating and maintaining an environment free of discrimination based on race, color, ethnicity, religion, sex, national origin, age, disability, veteran status, sexual orientation, gender identity and genetic information. The NAU community also values the freedom of expression rights guaranteed to all individuals in the First Amendment. Not all bias-related speech or even hateful speech is a violation of law or NAU policy, but the University reserves the right to respond to such speech in a way which promotes the mission and values of the University and a climate of respect, access and inclusion.

Best wishes for a great semester, Erin Grisham — Associate Vice President of Student Affairs