WELCOME TO SYRACUSE UNIVERSITY

We are thrilled to have you join our campus community, which is one that cares, understands, and is connected to one another. In order to ensure a smooth and successful transition to Syracuse University, there are some important pieces of information we would like to bring to your immediate attention through our Student Handbook. At Syracuse, there are numerous resources designed to enhance and support your college experience, as well as incredible engagement opportunities. In order to be able to take advantage of all that Syracuse has to offer, it’s critical right from the start of your college experience to learn our codes of Academic Integrity and Student Conduct, know where to find Syracuse University’s policies, understand your rights and responsibilities, and begin to access campus resources. This handbook will guide you in these areas.

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NOTE ON CAMPUS SAFETY

It is Syracuse University’s policy to provide anyone, on request, with a printed copy of the University’s policies and procedures regarding campus security and safety, as well as crime rates and statistics for the most recent three-year period. A copy of Your Safety and Security at Syracuse University, a handbook that provides this information, is available from DPS. The handbook is updated annually. The Advisory Committee on Campus Safety will provide upon request all campus crime statistics as reported to the United States Department of Education. US DOE website

Produced by Student Affairs Communications
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We all have “codes” among our friends and family. They are usually unwritten, but they generally govern the way we interact with each other. At Syracuse University, we have similar codes between the Orange—the collective Syracuse University family—and they are written out, spoken about, and designed to ensure a fun and safe campus for everyone. They are the codes of Academic Integrity and Student Conduct.

As a student, you may stray from the codes, sometimes unknowingly and sometimes on purpose. Regardless, the consequences of violating these codes can be...

- Troubling conduct or academic integrity hearing
- Residential probation or relocation
- Disciplinary reprimand or probation
- Grade reduction or course failure

- Professionally harmful forced withdrawal from an internship
- Inability to study abroad
- Inability to participate in campus leadership opportunities
- Record disclosure to graduate and professional schools

- Life altering arrest
- Suspension or expulsion from Syracuse University
- Forced withdrawal from an internship
- Inability to study abroad
- Inability to participate in campus leadership opportunities
- Record disclosure to graduate and professional schools

So, here are the codes. Get to know them before you find yourself in situation that breaks them and puts you at risk of losing all that Syracuse University has to offer. Also, below each code are a few examples of behaviors students have engaged in previously that violated the codes, as a point of reference in understanding them. Avoid these mistakes and other behaviors and you will be well on your way to a successful journey at Syracuse University!
Syracuse University considers the following behavior a violation of the Academic Code of Conduct:*

1. Plagiarism and failure to credit sources.
   Students who have broken the code have:
   • Copied sentences from a website into their own papers without appropriate citation
   • Presented another student’s academic work as their own
   • Padded their own writing with passages from other published work
   • Downloaded a paper from the Internet and submitted it under their own name

2. Dishonesty in course work and research.
   Students who have broken the code have:
   • Used a cell phone or “cheat sheet” to find answers during a closed-book examination
   • Collaborated with other students on a take-home exam or assignment that was supposed to be each student’s individual work
   • Submitted the same paper in two courses without prior written approval from both instructors

3. Dishonesty in communications about academic work.
   Students who have broken the code have:
   • Claimed falsely that they were ill or had a death in the family in order to take a make-up exam
   • Lied about the amount of time they had spent on a community service project required for a course
   • Signed another student in on a course attendance sheet or via clicker when that student was absent

   Students who have broken the code have:
   • Falsified records related to Turnitin plagiarism detection software
   • Sent another student to take their own examination
   • Presented another student’s work as their own on a job search website
   • Altered their transcript to make their academic record look better than it really was

Knowing the code is YOUR responsibility.

*The behaviors listed here are examples of conduct that violate the code, formally named the Syracuse University Academic Integrity Policies and Procedures. The presumptive penalty for a first violation by an undergraduate is course failure with a temporary transcript notation. The presumptive penalty for a first violation by a graduate student is suspension or expulsion. More than 230 SU students were found in violation last year. For more information and the full code, visit http://academicintegrity.syr.edu or contact the Academic Integrity Office at aio@syr.edu or 443-5412.
Syracuse University considers the following behavior a violation of the Code of Student Conduct:

1. Physical harm or threat of physical harm to any persons or person, including, but not limited to: assault, sexual abuse, or other forms of physical abuse.

   Students who have broken the code have:
   - Threatened to punch someone in the face
   - Physically struck, pushed, or thrown something at someone else
   - Touched another student sexually without their consent (for any reason: force, physically or mentally unable to give consent, intoxication)

   Something like this happened to me. Whom should I contact?
   - Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu
   - Sexual and Relationship Violence Response Coordinator: (315) 443-4715, 200 Walnut Place, counselingcenter.syr.edu
   - Title IX Coordinator: (315) 443-0211, 005 Steele Hall, titleix@syr.edu

2. Harassment - whether physical, verbal or electronic, oral, written or video - which is beyond the bounds of protected free speech, directed at a specific individual(s), easily construed as “fighting words,” or likely to cause an immediate breach of the peace.

   Students who have broken the code have:
   - Sent unwanted words, comments and pictures to someone via Facebook Twitter, email, letter, etc.
   - Continued to try and make a person date them in a way that made the person feel harassed or threatened

   Something like this happened to me. Whom should I contact?
   - Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu
   - Sexual and Relationship Violence Response Coordinator: (315) 443-4715, 200 Walnut Place, counselingcenter.syr.edu
   - Title IX Coordinator: (315) 443-0211, 005 Steele Hall, titleix@syr.edu
   - STOP Bias campaign reporting tool: reportbias.syr.edu

3. Conduct, whether physical, verbal or electronic, oral, written or video, which threatens the mental health, physical health, or safety of any person or persons including, but not limited to hazing, drug or alcohol abuse, bullying, or other forms of destructive behavior.

   Students who have broken the code have:
   - Told their pledges they have to stay up all night, clean the house, or eat and drink unknown substances in order to become members
   - Created a drunken disturbance, threatened or harassed people, or caused property damage
   - Lit a candle in a residence hall

   Something like this happened to me. Where should I go?
   - Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu
   - The RA or RD in your residence hall, orl.syr.edu
   - Fraternity & Sorority Affairs: 315-443-2718, 131 Schine Student Center, fasa.syr.edu
4. Academic dishonesty,* including, but not limited to plagiarism and cheating, and other forms of academic misconduct, for example; misuse of academic resources or facilities, or misuse of computer software, data, equipment, or networks.

Students who have broken the code have:
- Used university facilities and/or computer systems to run a legitimate or illegitimate business
- Damaged another student’s project because they thought it was funny

* Cases involving academic dishonesty are handled through the Academic Integrity Office.

5. Intentional disruption or obstruction of lawful activities of the University or its members including their exercise of the right to assemble and to peaceful protest.

Students who have broken the code have:
- Streaked naked through a classroom or an event
- Impeded other students and staff as they tried to enter a building or classroom
- Organized an unauthorized gathering on the quad with bullhorns or other amplifying equipment

Whom should I contact to file a report?
- Department of Public Safety:
  (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

6. Theft of or damage to University, personal, private, or public property/services or illegal possession or use of the same.

Students who have broken the code have:
- Stolen from another student, dining hall or the bookstore
- Kicked in their bedroom or apartment door because they forgot their key
- Broken a window in their residence hall because they were intoxicated

Something like this happened to me. Whom should I contact?
- Department of Public Safety:
  (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

7. Forgery, alteration, or fabrication of identification cards, records, grades, diplomas, University documents, possession of falsified identification cards or misrepresentation of any kind to a University office, University official, or law enforcement.

Students who have broken the code have:
- Created or used a fake ID to gain entrance to Chuck’s
- Provided false records, grades, or documents to a university office or official
- Put another student’s residence hall “dot” on their Syracuse University ID card

Whom should I contact to file a report?
- Department of Public Safety:
  (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu
8. Unauthorized entry, use, or occupation of University facilities that are locked, closed, or otherwise restricted as to use.

Students who have broken the code have:
- Entered a locked building by using an ID card that is not their own
- Entered a residence hall that is not their own after hours by running past an RSA without showing ID or without being signed in as a guest

Whom should I contact to file a report?
- Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

9. Disorderly conduct including, but not limited to public intoxication, lewd, indecent or obscene behavior, libel, slander, and illegal gambling.

Students who have broken the code have:
- Been publicly intoxicated
- Urinated in their residence hall hallway
- Ran around their residence hall without clothes, trying to grab people
- Tried to fight people

Whom should I contact to file a report?
- The RA or RD of your residence hall, orl.syr.edu
- Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

10. Illegal use, possession, purchase, distribution, manufacture, or sale of alcohol, drugs or controlled substances, or any other violation of the Syracuse University Policy on Alcohol, Other Drugs, and Tobacco.

Students who have broken the code have:
- Drank alcohol underage or supplied alcohol to underage people
- Sold, given, or smoked marijuana with their floormates in a residence hall
- Given friends Adderall so that they can stay up to study

Whom should I contact to file a report?
- The RA or RD of your residence hall, orl.syr.edu
- Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

11. Failure to comply with the lawful directives of University officials who are performing the duties of their office, especially as they are related to the maintenance of safety or security.

Students who have broken the code have:
- Not had their ID with them to show the RSA upon entering their dorm
- Refused to show ID at the gym entrance and then tried to sneak into the gym
- Refrained from leaving a building as directed by a DPS officer, a Safety Officer, or the staff person in charge

Whom should I contact to file a report?
- Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu
12. Unauthorized possession or use of any weapon including: firearms, BB-guns, airsoft guns, air rifles, explosive devices, fireworks, or any other dangerous, illegal, or hazardous object or material, and improper use as a weapon of any otherwise permitted object or material.

Students who have broken the code have:
- Brought a BB gun, paintball gun, or an airsoft gun to campus
- Brought fireworks to campus and gave them to friends to shoot off or have a fireworks combat
- Threatened to hurt another student with a kitchen knife

Whom should I contact to file a report?
- The RA or RD of your residence hall, orl.syr.edu
- Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

13. Interference with or misuse of fire alarms, blue lights, elevators, or other safety and security equipment or programs.

Students who have broken the code have:
- Pulled a fire alarm box when they didn’t get their end of the semester assignments completed
- Forced open elevator doors
- Knocked exit signs off walls or ceilings because they thought it was funny

Whom should I contact to file a report?
- Department of Public Safety: (315) 443-2224, 005 Sims Hall, 711@syr.edu, publicsafety.syr.edu

14. Violation of any federal, state, or local law which has a negative impact on the well-being of Syracuse University or its individual members.

Students who have broken the code have:
- Been arrested for any offense, anywhere, while being a Syracuse University student
- Carried an open container of alcohol in the East neighborhoods and then were arrested by SPD

15. Violation of University policies, rules, or regulations that are published in the Student Handbook, or any other official University publications or agreements.

Students who have broken the code have:
- Had candles, incense, halogen lamps, or space heaters in their residence hall room
- Had a weeklong guest in their residence hall room

Whom should I contact to file a report?
- The RA or RD on your floor or residence hall, orl.syr.edu
- Title IX Coordinator: 315-443-0211, 005 Steele Hall, titleix@syr.edu

Culpability is not diminished for acts in violation of these codes that are committed in ignorance of the codes or under the influence of alcohol, illegal drugs, or improper use of controlled substances.
MORE TO KNOW

That’s the rundown of our written codes, but there are many more University policies that our community is held accountable for, such as hosting dance parties, operating a student organization, using the Quad, etc. They are all available on the University’s Policies website (supolicies.syr.edu) for you to reference.

You may also be wondering what happens when the Codes are broken - the Offices of Student Rights and Responsibilities and Academic Integrity can help.

STUDENT RIGHTS & RESPONSIBILITIES

1. SPEECH/EXPRESSON/PRESS
Students have the right to express themselves freely on any subject provided they do so in a manner that does not violate the Code of Student Conduct. Students, in turn, have the responsibility to respect the rights of all members of the University to exercise these freedoms.

2. NON-DISCRIMINATION
Students have the right not to be discriminated against by any agent or organization of Syracuse University for reasons of age, creed, ethnic or national origin, gender, disability, marital status, political or social affiliation, race, religion, sexual orientation, gender identity, or gender expression. In their individual roles as members of student organizations, students have the responsibility not to discriminate against others. Questions or concerns, contact the Title IX Coordinator at 315-443-0211, 005 Steele Hall, titleix@syr.edu.

3. ASSEMBLY/PROTEST
Students have the right to assemble in an orderly manner and engage in peaceful protest, demonstration, and picketing, which does not disrupt the functions of the University, threaten the health or safety of any person, or violate the Code of Student Conduct.

4. RELIGION/ASSOCIATION
Students have the right to exercise their religious convictions and associate with religious, political, or other organizations of their choice in University facilities, provided they do so in a manner that respects the rights of other members of the community and complies with the Code of Student Conduct. Students have the responsibility to respect the rights of other members of the University community to free exercise of their religious convictions and to free association with organizations of their choice.
5. PRIVACY/SEARCH/SEIZURE
Students have the right of privacy and to be free from unreasonable searches or unlawful arrest on University property and within their campus residences. Students have the responsibility to respect the privacy of other members of the University community in their person and in their place of residence.

6. ACADEMIC PURSUITS
Students have the right to accurate and plainly stated information relating to maintenance of acceptable academic standing, graduation requirements, and individual course objectives and requirements. Students can expect instruction from designated instructors at appointed class times and reasonable access to those instructors. Students have the responsibility to attend class and know their appropriate academic requirements.

7. QUALITY ENVIRONMENT
Students have the right to expect a reasonably safe environment supportive of the University’s Mission and their own educational goals. Students have the responsibility to protect and maintain that environment and to protect themselves from all hazards to the extent that reasonable behavior and precaution can avoid risk.

8. GOVERNANCE/PARTICIPATION
Students have the right to establish representative governmental bodies and to participate in University governance in accordance with the rules and regulations of the University. Students who accept representative roles in the governance of the University have the obligation to participate responsibly.

9. FUNDAMENTAL FAIRNESS
Students have the right to written notice and the opportunity for a hearing before any change in status is incurred for disciplinary reasons unless a significant threat to persons or property exists. Students have the right to fundamental fairness before formal disciplinary sanctions are imposed by the University for violations of the Code of Student Conduct as provided in the published procedures of the Student Conduct System or other official University publications.

10. CONFIDENTIALITY
Students have the right to access and control access to their education records as provided in the federal Family Educational Rights and Privacy Act of 1974, also known as the “Buckley Amendment.” These include the rights to review and challenge the content of educational records, to control disclosure of personal and academic information to third parties, and to limit the routine disclosure of all or some information defined as “directory information” by the act.*

*The above statement is also true for international students and scholars, except where specified by the legislation, rules, and regulations governing the particular visa status.
Syracuse University is committed to the maintenance of an environment which is supportive of its primary educational mission and free from all exploitation and intimidation. The University does not tolerate rape, sexual assault, domestic or dating violence, stalking, sexual coercion and non-contact sexual abuse such as voyeurism, and sexual exploitation or other forms of sexual violence or non-consensual sexual activity. Prohibited behaviors include:

1. Harassment is intentional, unwanted and unwelcome words or conduct directed at a specific person that alarms, threatens or causes fear for that person. Sexual harassment is a form of sexual discrimination. It is unwelcome behavior of a sexual nature that relates to the gender or sexual identity of an individual. It has the purpose or effect of creating an intimidating or hostile environment. Sexual harassment includes a full range of coercive and unwelcome behaviors, such as unwelcome sexual advances, requests for sexual favors, and other verbal, visual or physical conduct of a sexual nature, including rape and other forms of sexual assault, sexual coercion and non-contact sexual abuse such as voyeurism and sexual exploitation.

2. Sexual assault is any actual or attempted sexual activity without consent including, but not limited to: sexual intercourse or sexual touching committed with coercion, threat, or intimidation, with or without physical force; exhibitionism or sexual language of a threatening nature by a person(s) known or unknown to the victim. Forcible touching, a form of sexual assault, which is defined as intentionally and for no legitimate purpose forcibly touching the sexual or other intimate parts of another person for the purpose of degrading or abusing such person or for gratifying sexual desires. Intoxication of the accused cannot be used as a defense to an alleged incident involving sexual assault.

3. Rape, which is defined as sexual intercourse without consent, committed with or without physical force, coercion, threat, or intimidation, actual or implied, by a person(s) known or unknown to the victim. Sexual intercourse can involve anal, oral, or vaginal penetration, no matter how slight.

4. Stalking, which is defined as intentionally and for no legitimate purpose engaging in a course of conduct directed at a person knowing (or should reasonably know) that such conduct is likely to cause reasonable fear of material harm or does cause substantial harm to the other person or that person’s family or another party of their acquaintance. This includes cyber stalking—using technology to stalk another person.

5. Relationship or dating violence and domestic violence, which are patterns of behavior in which an individual uses physical violence, coercion, threats, intimidation, isolation or other forms of emotional, sexual, verbal, and/or economic abuse to control their current or former intimate partner.

6. It is against University policy to retaliate against a person, either directly or via a third party, for making a complaint of sexual violence or any kind of harassment or discrimination.
Definition of Consent

Affirmative consent is a knowing, voluntary and mutual decision among all participants to engage in sexual activity. Consent can be given by words or actions, as long as those words or actions create clear permission regarding willingness to engage in the sexual activity. Silence or lack of resistance, in and of itself, does not demonstrate consent. The definition of consent does not vary based upon a participant’s sex, sexual orientation, gender identity, or gender expression.

Consent to any sexual act or prior consensual sexual activity between or with any party does not necessarily constitute consent to any other sexual act. Consent is required regardless of whether the person initiating the act is under the influence of drugs and/or alcohol. Consent may be initially given, but withdrawn at any time. Consent cannot be given when a person is incapacitated, which occurs when an individual lacks the ability to knowingly choose to participate in sexual activity. Incapacitation may be caused by the lack of consciousness or being asleep, being involuntarily restrained, or if an individual otherwise cannot consent. Depending on the degree of intoxication, someone who is under the influence of alcohol, drugs, or other intoxicants may be incapacitated and therefore unable to consent. Consent cannot be given when it is the result of any coercion, intimidation, force, or threat of harm. When consent is withdrawn or can no longer be given, sexual activity must stop.

Amnesty for Reporting Individuals

The health and safety of every student at Syracuse University is of utmost importance. Syracuse University recognizes that students who have been drinking and/or using drugs (whether such use is voluntary or involuntary) at the time that violence, including, but not limited to domestic violence, dating violence, stalking, or sexual assault occurs may be hesitant to report such incidents due to fear of potential consequences of their own conduct. Syracuse University strongly encourages students to report domestic violence, dating violence, stalking or sexual assault to institution officials. A bystander acting in good faith or a reporting individual acting in good faith that discloses any incident of domestic violence, dating violence, stalking, rape, or sexual assault to Syracuse University’s officials or law enforcement will not be subject to Syracuse University’s Code of Student Conduct for violations of alcohol and/or drug use policies occurring at or near the time of the commission of the domestic violence, dating violence, stalking, rape, or sexual assault.

If You Experience Sexual or Relationship Violence...

For 24/7 privileged support, advocacy, and to discuss your reporting options:

>>> Sexual and Relationship Violence Response Team at the Counseling Center, (315) 443-4715

Should a student impacted by rape, sexual assault, relationship violence, sexual harassment, or stalking choose to file a formal complaint, the following resources are available for reporting:

>>> Department of Public Safety, 005 Sims Hall, (315) 443-2224

>>> Title IX Coordinator, 005 Steele Hall, (315) 443-0211

>>> Syracuse Police Department, 511 South State Street, (315) 435-3016

>>> New York State Police, 24-hour dedicated hotline, 1 (844) 845-7269

In addition, anonymous reporting is available:

>>> “TIPS” at (315) 443-TIPS (8477) or publicsafety.syr.edu
CAMPUS RESOURCES

STAFF

Office of First-Year and Transfer Programs

The Office of First-Year and Transfer Programs (FYTP) assists students with every step of their transition to Syracuse University. From the day students matriculate (as a first-year or transfer student) throughout their Syracuse University career, FYTP is dedicated to provide students with the support they need. FYTP is also the host for Syracuse Welcome, Syracuse University’s award-winning orientation program for new students. The FYTP staff are available to answer any questions and help point you in the right direction.

315-443-1012
newtosu@syr.edu
newtosu.syr.edu

DIGITAL AND SOCIAL TOOLS

ReadySet.syr.edu
The ReadySet website is the dedicated, step-by-step tool for incoming students to make a successful and smooth transition to Syracuse University. A compiled list of important campus resources can be found on the site regarding academic support, campus life, and on-campus and off-campus living. The website is supported by the Office of First-Year and Transfer Programs.

Syracuse University Guidebook App
Download the Syracuse University Guidebook app on your smart phone or tablet to access the Syracuse Welcome 2015 Guide. The guide provides users with the ability to personalize schedules, to create individualized to-do lists, browse campus maps, and receive important reminders about arriving to campus. To access the guides, go to the iTunes App Store or the Google Play Store and search for ‘Syracuse University Guides.’

LivingSU.syr.edu
The LivingSU website is the pulse of campus life for SU students. It bridges the gap between you and the experiences and resources available to you through the Division of Student Affairs. The website serves as a one-stop-shop of programs, resources, services, and events on campus that are designed for you, and put on by you. With its customized search engine, event calendar, social media hub and sharing functions, and office cards, our hope is that you now feel as if you can get access and answers to your campus needs in an easy way.