

The policies covered in this chapter include:

- the assignment of student lockers;
- policy concerning extracurricular activities; and
- non-academic complaints resolution.

1 LOCKER ASSIGNMENT

George Brown College is under no obligation to provide student lockers, but does on a first-come, first-served basis. The College endeavours to provide lockers for all full-time day students, in locations as close as possible to their areas of study. A user fee will be set from time to time to cover the costs of administering the program.

1.1 Eligibility

Lockers are for use by full-time students only, and not for staff or faculty. They are allocated on a first-come-first-served basis, one per student

1.2 Department Allocation

Student Affairs allocate groups of lockers for each academic department, who will then assign lockers to individual programs, based on the numbering system.

1.3 Assignment

Lockers are assigned at the start of the fall semester, and at the start of the winter and summer semesters, depending on student intake. Accommodations to rent a locker will be made for students that attend full-time in non-standard semesters by applying in person at the Welcome Desk. Rental periods and fees will be adjusted accordingly by the Welcome Desk Coordinator.

Lockers can be booked online or at the Welcome desk at either the St. James or Casa Loma campuses. Students may obtain information about locker assignments and issues regarding lockers from their academic department or on the web.

1.4 Student Use

Lockers are expected to be vacated by the end of the rental period for cleaning, repair and re-assignment to new students the following fall.

1.5 Student Responsibility

Students are responsible for purchasing their own locks. Locks can be purchased at the George Brown College bookstores.

The College is not responsible for items lost or stolen from lockers. Students are totally responsible for their own locker use, safety and maintenance.

1.6 Unauthorized Use

If there is suspicion of unauthorized use, the College will post a note on the outside of the locker advising of a notice period to remove contents and book a locker according to College policy and procedures. Upon expiry of the notice time, the lock will be removed with witnesses from Facilities Management, Security and Student Affairs.

George Brown College – Academic Policies and Guidelines

NON-ACADEMIC POLICIES AND COMPLAINT RESOLUTION – Page 2

Lockers are expected to be vacated during the summer months. Students who are enrolled in the summer semester should check with their department about locker assignment for the semester. Any contents found are tagged and kept in the Lost and Found for one month, then discarded.

1.7 Vandalism/Damage to Property

Any students caught vandalizing or damaging lockers will be dealt with through their academic departments based on the current disciplinary policies in place in the Student Discipline Policy (Chapter VII).

1.8 Locker Access

The College reserves the right to access lockers at its sole discretion if there is a suspected security risk or there is an environmental concern such as pest control or odors. Security has the right to enter a locker at anytime should they suspect it contains items that put the college environment in danger. Any criminal activity will be reported to police. The college is required to provide police with access in the event of a criminal investigation.

2 EXTRACURRICULAR ACTIVITIES

While participation in Varsity Athletics is an important component of college life, student athletes must remember that the primary purpose of their attendance at the College is the attainment of a diploma/certificate.

2.1 Academic Guidelines

A student who is not maintaining a satisfactory academic standard and adequate attendance in his/her educational program will not be permitted to participate in varsity athletics.

All athletes are expected to:

- attend classes regularly;
- abide by the rules and regulations set down by their coaches. Any serious conflicts or problems must be brought to the attention of the Manager of Athletics.
- as representatives of the College, conduct themselves in the proper manner at all times and at all places;
- respect and obey all the rules and regulations set down by the College including the Student Code of Conduct and the Prevention of Discrimination and Harassment Policies.

2.2 Failing Grades

- All athletes must maintain a passing grade in all course subjects. Failing to do so will be handled under the following conditions:

| # COURSES FAILED | OUTCOME |
|------------------------|--|
| One Subject | He/She may participate on the varsity team on the condition that the athlete upgrades his/her grade within <i>one month</i> , to the satisfaction of his/her faculty and the Manager of Athletics. |
| Two Subjects | Is not permitted to participate in practices or games for <i>a one-month</i> period. The athlete must upgrade his/her grade within one month, to the satisfaction of his/her faculty and the Manager of Athletics. |
| Three Or More Subjects | Is not permitted to participate on any varsity team for the subsequent semester. An assessment of the athlete's progress over that semester will be used to determine future participation. |

2.3 Athletes Excused from Class

Academic success is the top priority for the student athlete. Varsity athletes are encouraged to inform their faculty of their membership on a varsity athletic team.

On occasion, the distance that must be travelled to compete may necessitate leaving class early. The faculty is *not obliged* to excuse the student. Student participation in varsity athletics will depend on how proactive the student is in showing intention to make up any missed work. A form letter stating that the student is a team member is available from the Varsity Coordinator and provides additional documentation should the student need it.

2.4 Academic Studies Support Programs

At George Brown College, we value academic success. Our ultimate goal is graduation on time by all student athletes, who work hard to achieve success both in the classroom and in athletic competition. The Athletic Academic Studies Support Program is designed to assist the achievement of academic goals by:

- facilitating the athlete's academic success;
- regularly reviewing academic progress;
- regularly providing feedback and encouragement;
- recognizing academic improvement; and
- recognizing the achievement of academic excellence.

2.5 Academic Support Service

As a student athlete, you will:

- know about the Athletic Academic Studies Support Program after attending the first team meeting and reading the athletes' handbook.
- discuss your participation in the Athletic Academic Studies Support Program in a one-to-one meeting with the Athletic Academic Studies Support Program Advisor, which includes:
- your participation in the "faculty feedback process," which occurs at the mid-point of the first and second semester;
- your academic progress to date;
- academic policies;
- College resources and support services available to assist in your academic progress.

2.6 Academic Eligibility

Eligibility to participate in varsity athletics is determined by a student athlete's cumulative grade point average (GPA). The cumulative GPA is the student's overall grade point average, which indicates the student's full record of academic achievement. The student must maintain a cumulative GPA of 1.70 (diploma programs) or 2.30 (degree programs) or higher to remain eligible to play (one failed subject – probation, two failed subjects – suspension).

Incoming student athletes at George Brown College are allowed one semester to establish their cumulative GPA, at which time the eligibility rule takes effect and remains in effect. An athlete with probationary status will be closely monitored. The first unsatisfactory report received by the Athletic Academic Studies Support Program Advisor will result in the student's suspension from varsity athletics until a semester has been passed. A student athlete whose semester GPA has been below 1.70 or 2.30 for two of the previous three semesters must begin an academic counseling program. Varsity Coordinators will initiate this process with the student and the Athletic Academic Studies Support Program Advisor.

2.7 Appeal Process

A student athlete with an accumulated GPA of less than 1.70 (for diploma programs) or 2.30 (for degree programs) but who has passed one of the previous two semesters may choose to appeal in writing to the Athletic Academic Studies Support Program Advisor.

The appeal will be considered by the Athletic Academic Studies Support Program Committee, which is comprised of the:

- Athletic Academic Studies Support Program Advisor,
- the Varsity Coordinator, and
- an academic representative (i.e. Program Coordinator or Faculty Designate).

The Committee will:

- consider the extenuating circumstances surrounding the failing grades in the one semester
- may determine that the circumstances justify granting the athlete probationary status for the next semester.

The Athletic Academic Studies Support Program goes beyond academic eligibility. It is a program of support for student athletes. Varsity Coordinators and the Academic Studies Support Program Advisor are able to assist varsity athletes in planning their strategies for success and can help students to connect with the College's counseling resources. If necessary, they can act as a link between the student athlete and his/her academic Program Coordinator.

Responsibility for academic success lies with the student athlete. The Department of Athletics is committed to assist in the realization of that success.

3 NON-ACADEMIC POLICY COMPLAINTS RESOLUTION

George Brown College, in keeping with its commitment to academic excellence, is proud to offer students high-quality programs and services delivered by qualified and dedicated staff. George Brown College places a strong emphasis on providing services and an environment that supports the student's learning.

3.1 Scope

Should a student have a complaint, he or she should approach the manager of the area and outline their concerns. The manager will act on the complaint in a timely manner and keep the complainant apprised. George Brown College wishes to assure students that any concerns they have about the services they receive will be dealt with in a responsive and timely manner. This policy concerns complaints about registration, student services, educational resources, and College facilities. Each department will have a complaint procedure and will ensure that this procedure is available to students.