

YOUR RIGHT TO KNOW

CAMPUS CRIME REPORT: JANUARY 1, 2009 – DECEMBER 31, 2009

<u>Classification Of Offenses</u>	<u>Offenses Reported Main Campus</u>	<u>Offenses Reported SWGTC/MC</u>	<u>Offenses Reported SWGTC/Grady</u>
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Specific Crimes:

Murder/ Non-negligent manslaughter	0	0	0
Forcible sex offenses (including forcible rape)	0	0	0
Nonforcible sex offenses	0	0	0
Robbery	0	0	0
Aggravated Assault	0	0	0
Burglary	2	0	0
Motor vehicle theft	0	0	0
Arson	0	0	0
Negligent manslaughter	0	0	0
TOTAL	2	0	0

Number of Arrests:

Liquor Law Violations	0	0	0
Drug Abuse Violations	0	0	0
Weapons Possession	0	0	0

NOTIFICATION OF SEX OFFENDERS

Information concerning registered sex offenders may be obtained at your local sheriff's department or at the following GBI web site: www.ganet.org/gbi/sorsch.cgi

Threat Management Procedure Information

1. Southwest Georgia Technical College (SWGTC) is committed to providing a safe work and study environment free of threats and violence.
2. SWGTC has a Threats Management Procedure.
3. No threatening or hostile behaviors will be allowed on College property.
4. No weapons of any kind will be allowed on College property.
5. It is the responsibility of all employees and students having knowledge of any violation of the Threats Management Procedure to report it immediately to their supervisor, instructor or member of the Threats Management Committee.
6. Employees and students are empowered to contact proper law enforcement authorities in a life threatening situation.

GRADUATION RATE:

The SWGTC Graduation Rate was 28% for first-time, full-time students based on 2007 cohort group.

Our students attend this college for a variety of reasons. While many attend with the intention of graduating from a program of study, many desire only to upgrade their skills and attain employment. The demand for qualified employees places a high premium on the skills possessed by SWGTC students. This demand results in an increasingly high number of our students being hired prior to graduation.

GRADUATION PLACEMENT RATE:

The FY2009 SWGTC Graduate Placement Rate is 99.1%

FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)

The Family Educational Rights and Privacy Act (FERPA) afford students with certain rights with respect to their educational records. These rights include:

- 1) The right to inspect and review the student's educational records within 45 days of the day the College received a request for access.

Students should submit to the Registrar's office written requests that identify the record(s) they wish to inspect. The College official will make arrangements for access and notify the student of the time and place where the records may be inspected.

All requests to release transcripts must be requested in writing. All requests will be processed within 48 working hours. **Please Note:** Students may have access to their academic records via the web at <http://swgtc16.southwestgatech.edu> by using their student identification number and personal pin. Pins are obtained from the student's advisor or the Registrar's office.

- 2) The right to request the amendment of the student's educational records that the student believes is inaccurate.

Students may ask the College to amend a record that they believe is inaccurate. They should write the Registrar's office, clearly identify the part of the record they want changed, and specify why it is inaccurate.

If the College decides not to amend the record as requested by the student, the College will notify the student of the decision and advise the student of his or her right to a hearing regarding the request for amendment. Additional information regarding the hearing procedure will be provided to the student when notified of the right to a hearing.

- 3) The right to consent to disclosures of personally identifiable information contained in the student's educational records, except to the extent that FERPA authorizes disclosure without consent.

Exceptions, which permits disclosure without consent, are disclosures to college personnel with legitimate educational interests, officials of other institutions in which students seek to enroll, persons or organizations providing student financial aid, accrediting agencies carrying out their accreditation function, persons in compliance with judicial order or subpoena, in a health or safety emergency, or directory information.

Directory information includes: name of student, address, telephone number, date of birth, program of study, dates of attendance, email address, enrollment status (full time/part time), degree, diploma, or certificate received, photograph, and honors and awards received. If a student wishes to withhold "Directory Information", the student must file a "Confidential" form with the Registrar's office. Students whose records are marked, "Confidential" will not be recognized in any publication including honor rolls, graduation, etc.

- 4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by Southwest Georgia Technical College to comply with the requirements of FERPA. The name and address of the office that administers FERPA is:

Family Policy Compliance Office
U.S. Department of Education
400 Maryland Avenue, SW
Washington, DC 20202-4605