

# Arizona Western College

# Annual Notification to Students

Federal regulations governing institutions of higher education require that information on the following data be made available to students annually. We hope you find this notification to be informative.

## The Family Educational Rights & Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (commonly referred to as "FERPA" or the "Buckley Amendment") has in place policies and procedures to protect the privacy of education records. The Summary of Processes and Rights Associated with Student Records "FERPA" affords each Arizona Western College student certain rights with respect to his or her education records. These rights include the following:

1. The right to inspect and review his or her education records within a reasonable time not to exceed forty-five (45) days from the day the College receives a request from the student to inspect or review the records.
2. If the student believes that his or her education records are inaccurate or misleading, the right to request that such records be amended supplemented or removed from the student's education records.
3. The right to restrict the disclosure of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes such disclosure without consent.
4. The right to file a complaint with the U.S. Department of Education concerning alleged failures by Arizona Western College to comply with the requirements of FERPA.

For more information regarding FERPA please go to

[http://www.azwestern.edu/student\\_services/enrollment\\_services/downloads/AWCFERPA.pdf](http://www.azwestern.edu/student_services/enrollment_services/downloads/AWCFERPA.pdf)

## Campus Security & Crime Reporting

In compliance with the Jeanne Clery Disclosure of Campus Security and Crime Statistics Act, AWC publishes an Annual Security Report (ASR) by October 1. This report includes statistics for the previous three (3) years concerning reported crimes that occurred on campus, at certain off-campus buildings, and adjacent public property. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, and other matters.

A copy of this report is available online at

[www.azwestern.edu/business\\_and\\_administrative/campus\\_police/index.html](http://www.azwestern.edu/business_and_administrative/campus_police/index.html)

or upon request at

AWC Campus Police  
P.O.Box 929  
Yuma, AZ 85366-0929



## Student Right-to-Know

Students have the right to the following information upon request: financial assistance, information about the institution, graduation rates and transfer-out rates for both first time, full-time degree seekers and students receiving athletically-related aid, deferral of loans, campus security, and information on confidentiality and privacy rights (i.e. FERPA regulations).

Student Right-to-Know information can be accessed online at

[https://www.azwestern.edu/student\\_services/student\\_righttoknow.html](https://www.azwestern.edu/student_services/student_righttoknow.html)

## AWC Violence Intervention & Prevention Program

Arizona Western College does not tolerate violence against anyone. The Campus Sexual Violence Elimination Act (SaVE Act) which is part of the Violence Against Women Reauthorization Act (VAWA), requires Arizona Western College to annually notify and inform students on **AWARENESS, PREVENTION, INTERVENTION, RESPONSE and REPORTING** procedures for incidents of domestic violence, dating violence, sexual assault and stalking.

Student information, services and resources can be found at

[www.azwestern.edu/health](http://www.azwestern.edu/health)

by calling (928) 344-7602

## Drug-Free & Alcohol-Free Policy & Prevention Program

In accordance with the Drug-Free Schools and Campuses Regulations, Arizona Western College annually notifies students of the standards of conduct that prohibit unlawful possession, use, or distribution of illicit drugs and alcohol on its property, provides description of the health risks associated with the use of illicit drugs and the abuse of alcohol, the applicable legal sanctions under local, state, or federal law, the availability of applicable counseling, treatment, or rehabilitation or re-entry programs, and a clear statement and description of the disciplinary sanctions the institution will impose on students and employees for violation of College drug-and alcohol free environment policies.

Additional information is available at

[www.azwestern.edu/health](http://www.azwestern.edu/health)

by calling (928) 344-7602

## Know Your Title IX Rights

[www.azwestern.edu/student-life/student-conduct/title-ix](http://www.azwestern.edu/student-life/student-conduct/title-ix)

Contact:

Mary Kay Harton Dean of Students / Title IX Officer  
Arizona Western College  
College Community Center (3C), #2107

phone: (928) 344-7593

fax: (928) 317-6001