



Dear
Parent/Guardian,

This pamphlet is being sent to you because your student has been found responsible for violating the University's Alcohol or Drug Policy. USF believes strongly in the value of involving parents/guardians in the lives of students. We hope that you will take the time to read the information in this brochure, and talk with your student about the nature of the policy violations. Studies show that young people who have families that **maintain open communication** and set clear guidelines for behavior are less likely to abuse alcohol and drugs. We hope the information provided here will help you start a conversation with your student that helps keep them on a path to academic success.



University of San Francisco Parental Notification Policy

The University of San Francisco understands that parents play a central role in the continuing development and education of their college students and hopes to work in partnership with them in this essential enterprise. We also recognize that students have specific rights and expectations in terms of their privacy. In accordance with the Family Educational Rights and Privacy Act, the University has established the following guidelines for notifying parents or legal guardians when there is concern for the health and welfare of the student, including situations involving medical transportation and treatment, and serious or repeated violations of alcohol and/or drug policies.

The Vice President for University Life or designee has the authority to determine when and by what means to notify parents or legal guardians without a student's consent when a student under the age of 21 is found to have violated any law or University rule or policy related to the possession, use, sale, or distribution of alcohol or illicit drugs.

Nothing in these guidelines shall prevent University officials from notifying parents or legal guardians of students under the age of 21 of health or safety emergencies, including situations requiring medical transport and treatment, regardless of the disciplinary status of the student. When the University intends to contact a student's parents, it will first attempt to notify the student of its intent.

The Vice President for University Life or designee reserves the right to notify a parent or legal guardian without a student's consent under the following circumstances:

- a) The violation involved harm or threat of harm to the student, other persons, or campus property;
- b) The violation involved an arrest in which the student was taken into custody by the police;
- c) The violation resulted in or is likely to result in the student being suspended or expelled from University-operated housing, the University, or both;
- d) The student has shown a pattern of behavior or violations that indicate a potential physical or psychological problem;
- e) The student who committed the violation required medical attention as a result of the consumption of alcohol and/or illicit drugs.

Violations of the Alcohol or Drug Policy

“Parents should challenge their student with hard questions about individual responsibility and wise choices that the students are going to be making.”

Joel Epstein
Author, “Sex, Drugs, and Flunking Out”

Information for Families

COMMUNICATION

Alcohol & Drug Violations

The following behaviors are considered violations of the USF Alcohol and Drug Policies:

- Underage or unauthorized possession, consumption, distribution, and/or manufacturing of alcohol or any controlled substance, illegal drug, and/or drug paraphernalia
- Possession of an open container of alcohol in public
- Hosting or participating in a party or gathering involving the illegal use of alcohol
- Being present while others are unlawfully using alcohol or drugs or in possession of illegal drugs
- Dispensing alcohol to minors
- Intoxication (regardless of age)
- The attempted sale, distribution, or manufacture of any controlled substance, illegal drug, and/or drug paraphernalia
- Use or possession of equipment, products, or material that is used or intended for use in manufacturing, growing, using, or distributing any drug or controlled substance
- The medically unsupervised use of drugs that may involve medical or psychological hazards to individuals on University property or at official University functions

The above is an edited version of the violations listed in the Alcohol and Drug Policies. To see the entire text of the Alcohol and Drug Policies, please visit the Fogcutter Student Handbook online at www.usfca.edu/fogcutter. Please note, because of Federal guidelines, the University may not be able to reveal to parents/guardians the exact nature of any violation without the student's

What Does a Alcohol or Drug Policy Violation Mean?

The University of San Francisco takes its Alcohol and Drug Policies seriously. A student can violate the policy by doing any one of the behaviors listed on the left. Any student found responsible for violating either policy is given sanctions, which may include meeting with a counselor, doing community service, participating in an educational program, or being removed from the residence halls. The University chooses to notify families when students violate the policy because we believe that **Alcohol and Drug Policy violations may be the symptom of a larger problem**. Depending on the nature of the violation, a student is put on probation by the University after either the first or second violation and is warned that any further violation will result in further sanctions, including removal from the residence hall or from the University.

What Is My Role as a Family Member or Guardian?

Parents/Guardians and families have a strong influence on their students' values and behaviors. Communicating with your students about family expectations can help them make choices that will keep them safe and healthy while at school. Now that your student has already violated a policy, it is even more important for you to **discuss issues about alcohol and drugs** with him or her. Here are some ideas for getting the conversation started:

- Discuss the reason why your student violated the policy. If this is the second or third time the policy has been violated, discuss reasons for these violations.
- Tell your student why their behavior matters to you. Reinforce how much you care about them, that you want them to be safe, and how you feel about hearing that they violated the policy.
- Talk about what the consequences will be if your student violates policy again. If they are removed from the residence hall, what will your response be?

On-Campus Resources

Office of Student Conduct, Rights & Responsibilities
(415) 422-5330
www.usfca.edu/studentconduct

Counseling and Psychological Services
(415) 422-6352
www.usfca.edu/counseling

Health Promotion Services
(415) 422-6072
www.usfca.edu/hps

Student Health Clinic
(415) 750-4980
www.usfca.edu/health

Other Resources

Higher Education Center
www.higheredcenter.org/services/audiences/parents
Information for parents on talking to their students about alcohol and drugs

National Council for Alcoholism and Other Drug Addictions
(415) 296-9900
Referrals to treatment programs

National Clearinghouse for Alcohol and Drug Information
www.health.org
Drug and alcohol information