

WAUKESHA COUNTY TECHNICAL COLLEGE

ADMINISTRATIVE PROCEDURE - STUDENT SEX OFFENDER STU-105-01

The Sex Offender Policy sets forth requirements regarding registered sex offenders at Waukesha County Technical College (WCTC). The purpose of the policy is to encourage and promote a positive and safe learning environment for all students. Current and prospective students are responsible for knowing and following the information and procedures outlined in the policy.

- **Prospective students:** are encouraged to notify the Director of Student Life of a requirement to register as a sex offender prior to enrolling at WCTC so that they may collaboratively discuss the impact on enrollment with the College.
- **Current WCTC students:** are required to promptly inform the Director of Student Life upon being notified of a requirement to register as a sex offender.
- Upon *awareness of the enrollment of a registered sex offender*, the Director of Student Life, or designee, will review the student's current and/or anticipated program of study and class schedule and determine what, if any, restrictions must be established.

After determining the appropriate restrictions for a particular student, the Director of Student Life, or designee, will contact the registered sex offender student for a meeting to discuss the circumstances leading to the requirement to register as a sex offender and discuss the restrictions which will be in place while the student is on the College's campus. The meeting will also include the WCTC Safety and Security Coordinator or designee. During this meeting, the student will be advised that the restrictions are subject to change at the College's sole discretion and that the student's failure to comply with the restrictions may result in a denial of enrollment and access to the campus and/or the decision of the College to contact local law enforcement authorities.

- Following the meeting between the Director of Student Life, or designee, the Safety and Security Coordinator and the registered sex offender (student), the Director of Student Life, or designee, will provide the student a written letter memorializing the restrictions the student must abide by while on the College's campus and the consequences for failure to comply with same.
- If a sex offender (student) is enrolled in any College class with a student who is under the age of 18, the Director of Student Life, or designee, will notify the appropriate Associate Dean of the student's status as a sex offender. The Associate Dean, in turn, will inform the relevant instructor(s) of the class of any restrictions that must be put in place in light of the same.
- The Director of Student Life, or designee, will also determine if there are other College staff members or students who need to be notified of a student's status as a registered sex offender in order to protect persons under the age of 18 on the College's campus.
- Intimidation, harassment, and/or discrimination against a student due to the student's status as a registered sex offender violates the Colleges policies and procedures and may result in disciplinary action.
- If a student alleges that he/she is the victim of a sexual assault by another WCTC student, the College will, upon written request from the alleged victim, disclose the results of any disciplinary hearing conducted related to the alleged crime or offense to the alleged victim.

See Administrative Policy - Students STU-105 Sex Offender on Campus

Procedure Owner: Director of Student Life

Approved: March 2017

REVISED: March 2022