Student Life

The Division of Student Affairs helps students meet their personal and academic goals within the caring residential environment at Alfred University. Staff members and programs encourage students to develop, explore and express themselves as individuals and as community members.

Outside the classroom, more than 80 student clubs and organizations offer a multitude of exciting activities for every interest. Concerts, theatre and dance events, comedy clubs and coffeehouses provide quality nightlife. Intercollegiate athletics involve one out of every five students; many students also participate in intramurals.

Our professional staff offers a full range of student development and learning opportunities – from career planning and counseling to health care, residence life and leadership education. As part of the transition into their first year at Alfred University, incoming students take part in a required orientation. They meet fellow students and faculty members and become acquainted with our historic campus and its facilities.

Extra-Curricular Activities

More than seventy-five student-led organizations exist at Alfred University. Organizations offer students a chance to pursue special interests or discover a new one. They also assist in the development of leadership skills, goal setting, and budget management. Many of these organizations are mentioned in this section, but others exist and new groups are always being formed. Contact the Center for Student Involvement at (607) 871-2671 for a complete list of all student organizations.

Student Government

Participation in co-curricular activities benefits Alfred students in many ways. There is no better training for many professions than experience in student government. The present Student Senate has been in existence since 1976 and has been instrumental in initiating changes and improvements.

The Senate meets weekly. Each senator is elected by and represents a particular constituency – i.e., residence hall, campus organizations, or off-campus residents. The Senate president and vice-president are chosen by a campus-wide election.

Among the Senate’s major functions are raising and discussing issues of student concern, proposing constructive changes to promote student well-being, and distributing funds to other campus organizations. The Senate elects or recommends student representatives for University and college committees.

Entertainment Opportunities

Whether producing a major concert with national touring performing groups or displaying your own personal talent in front of a packed theater, there is a diverse range of ways to entertain or be entertained at Alfred.

- Student Activities Board – the main provider of entertainment including comedians, bands, and solo performers
- Alfredian Dramatists – a student group that provides various opportunities to perform throughout campus by singing, dancing and acting
- Friday Night Live/Pirate Theater/ – Alfred’s comedy troupes with very different styles and attitude
• Division of Performing Arts – Opportunities abound for co-curricular involvement in Orchestral, Vocal and Instrumental Music groups, Dance ensembles and Theatrical productions.

Outdoor/Environment Opportunities
• Forest People – Alfred’s outdoor recreational club travels far and near for activities including repelling, rafting, hiking, and more.

Media Organizations
• Fiat Lux – bi-weekly student newspaper
• AUTV – Student television station broadcasting announcements and occasional student-produced shows
• WALF – 24-hour campus radio station with an eclectic mix of music styles
• Kanakadea yearbook – documenting the year’s events and containing portraits of graduating students

Alcohol and Other Drug Education
The mission of the Alcohol and Other Drug Education Program is to provide information, activities, services and support to the students, faculty, staff, and administration of Alfred University, to promote substance abuse resistance and to foster healthy lifestyle choices. This education and prevention program features:
• Fun, alcohol-free social activities
• Special events during Alcohol Awareness Week, Spring Break, Holidays, Orientation, and Graduation
• AWARE, BACCHUS and GAMMA Education Groups
• Social Norms Campaigns
• Presentations in residence halls and classrooms
• Formal classes on substance abuse
• A resource center for personal and professional use
• A university-wide advisory committee
• Data collection for AOD use
• Policy review and recommendations
• Referrals for students abusing alcohol and other drugs

Athletics
Athletics are an integral part of campus life. A wide-ranging program of intercollegiate competition, intramural sports, and recreational activities satisfies students’ individual athletic aspirations.

Indoor Facilities
McLane Physical Education Center is the hub of athletic activities. It has two basketball courts, a six lane swimming pool, a complete fitness center (with over 60 pieces of equipment designed to promote cardiovascular fitness as well as strength training equipment), two racquetball and squash courts, two volleyball courts, and a comprehensive athletic training room. The main gymnasium in McLane was renamed the Terry S. Galanis Family Arena this past December after significant upgrades to the facility which included a brand new floor, bleachers and sound system.
Student Life

The Health and Wellness Center (which opened in February 2014) is a 33,000-square-foot addition to McLane Center which includes a 140-meter, raised indoor track; an all-purpose court suitable for basketball, volleyball, badminton, soccer and other open space games; and two locker rooms. It also features three Keiser bikes as well as spring lanes.

Outdoor Facilities
Outdoor facilities include Merrill Field (home of the Saxon football, lacrosse, and soccer teams) with a multipurpose artificial surface accommodating intercollegiate sports, intramural activities and recreation; the Harrington Softball Park; six tennis courts; several basketball courts; a portable volleyball and basketball court and a pavilion. All are located near the residence halls.

The Daggett Equestrian Center, just minutes from campus, opened in Fall 2005 featuring indoor and outdoor arenas, 52 stalls, and classrooms. Downhill and cross country skiing areas are located a short distance from campus.

Intercollegiate Athletics
Alfred University sponsors intercollegiate athletics for women in basketball, soccer, cross country, swimming, tennis, track, lacrosse, softball and volleyball. Men’s intercollegiate sports include football, cross country, track, basketball, soccer, lacrosse, swimming and diving, and tennis. The equestrian and ski teams are coeducational. Alfred is a member of the National Collegiate Athletic Association, the Eastern College Athletic Conference and the highly competitive Empire Eight Conference. The intercollegiate programs operate under the rules and regulations of NCAA Division III.

Recreation and Leisure Sports
The philosophy of the recreational program is to contribute to the physical, social and emotional well-being of the University community by offering a diverse program of leisure time activities. All indoor and outdoor facilities are available for the intramural program and for general student use. With a focus on participation in competitive physical play, the program is open to the entire University community (undergraduate and graduate students, faculty, and staff).

The Recreation and Leisure Sports department offers sports activities in sixteen areas, eight of which are coeducational. Offerings include tennis, flag football, indoor soccer, box lacrosse, basketball, bowling, badminton, racquetball, table tennis, volleyball, team handball, handball, inner-tube water polo, ultimate frisbee and softball.

University community members take part in exercise and recreational activities. McLane Center is open daily for swimming, squash, racquetball, handball or fitness training.

Campus Center

The 60,000 square foot Arthur and Lea Powell Campus Center is one of the finest community-gathering facilities in the country. It features a cafeteria-dining room with panoramic hillside views, a forum/movie theatre, an “open air” food court, a cyber café, a night club, student organization offices, a center for cultural unity, a radio station, television station, meeting rooms, a formal Alumni Lounge, the University bookstore, mail room and TV lounge and student lounge.
Robert R. McComsey Career Development Center
at the Allen Steinheim Museum

The CDC educates Alfred University students to develop life-long career skills utilizing centralized, professional services including career counseling/advising, experiential education, on-campus recruiting, web-based services and special events/workshops. The CDC offers the following services:

- Career counseling, exploration and advising, including career assessment
- Saxon JobLink, our web-based system for job / internship, and resume posting, and interview scheduling
- Computer lab with internet access and a laser printer for student use
- Internships, co-ops and summer jobs in your field of study
- An annual fall Engineering Career Fair, Spring Job Fair, fall Graduate School Fair, and Virtual Career Fair
- Employer-in-Residence program: allows students to connect with successful alumni and representatives from a variety of careers
- Access to alumni networks in a wide range of fields and locations
- On-campus recruiting, interviewing and resume referral
- Frederick W. Gibbs Career Resource Library which houses career information, job and internship postings, credential file service, and graduate school information

Wellness Center

Counseling Services
Located in the north wing of the AU Wellness Center building, near the Saxon Inn, Counseling Services, a component of the Wellness Center and a part of the Student Affairs Division, provides a comprehensive range of counseling, consultation, and educational programs to promote the personal development and success of students. Individual, couple, and group therapy sessions are provided by nationally certified and licensed staff. These are completely confidential in accordance with standards set by the American Counseling Association.

The counseling staff members provide crisis response and are on-call for emergencies when AU is in session. The Wellness Center offers all services at no cost to currently-enrolled undergraduate and graduate students. Appointments for psychiatric consultation are available for a small fee. Appointments for counseling or psychiatric consultation can be arranged by calling 607.871.2300 or by stopping by the office at 19 Park Street.

Health Services
Health Services is located in the south wing of the AU Wellness Center building at 19 Park Street. A team of practitioners provides care for non-emergency problems and preventive health concerns. Services include consultation and treatment for acute problems, laboratory work and specimen collection, gynecological exams, and referral for specialist and hospital services. Emergency care is available after hours through our public safety office and free transportation is provided by the village ambulance to local hospitals.

There is no charge to meet with a provider at Health Services. Minimal charges are made for lab work, injections, and some equipment or medications.
Prescriptions for medications can be filled in Alfred at the Alfred Pharmacy, or phoned in to students’ preferred locations.

Other types of specialist services can be arranged through referrals to the local hospitals in Hornell and Wellsville and practitioners in the area. Students maintain the right to choose a health care provider or hospital and must assume all financial obligations for off-campus health care.

**Immunization Requirements**
Students born after December 31, 1956, must show proof of 2 measles, mumps, and rubella shots after their 1st birthday or written documentation of immunity to measles, mumps, and rubella, as required by New York State Public Health Law 2165. A Tuberculosis screening and completion of Meningitis Vaccination Response form or Meningitis Vaccine are also required. A hold is placed on new students’ registration activities until immunization records are received and cleared through Health Services. Students not in compliance will be withdrawn from AU and will not be able to attend classes. Questions regarding this requirement or any other aspects of student Health Services may be directed to the staff at Health Services 607.871.2400.

**Health Insurance**
Alfred University expects students to carry health insurance. This can be done through various insurers. All student athletes are mandated to provide proof of their health insurance.

**Wellness Education**
The mission of the Wellness Education program is to promote lifetime healthy lifestyle choices through education, activities, and services to the campus community. Services for students include
- Individual wellness education sessions
- Individual alcohol and drug education sessions
- Student Internship opportunities
- Presentations for classrooms and Residence Halls
- Promotion of healthy lifestyle choices through events and social norm campaigns
- Referrals for students seeking assessment or evaluation for alcohol or substance abuse
- Data collection for needs assessment and program evaluation
- Campus policy review and recommendations
For more information, or to make an appointment for a Wellness Education session, contact the Wellness Center at 607.871.2300.

**Beth Robinson Judson Leadership Center**
The JLC of Alfred University is the home of the Women’s Leadership Center, the Gary Horowitz Leadership Development Program, and the Saxon Sidekicks mentoring program for first-year students. Events include annual conferences, seminars, workshop series, Women of Influence speakers and networking events with alumni. Of particular interest is the Women’s Leadership Academy, a selective and academically based experience providing deep training and mentoring over the course of an academic year.
Housing

Alfred University is a residential university. We believe that residence hall living is a key component of a student-centered educational experience in which academic learning is integrated with student development. Each student is personally accountable for maintaining a safe and secure environment in his or her residence hall that promotes a healthy standard of community living.

For these reasons, provisions are made to house all students on campus throughout their undergraduate years. Students are required to live on campus for six consecutive semesters. Once this residency requirement has been met, students are able to apply to live off-campus. To obtain approval to live off-campus, students must participate in the off-campus housing forum, complete an off-campus housing application, and receive permission to move off campus from the Dean of Students. Some students may be eligible or considered for an exemption if they are: married or a single parent, 23 years of age or older, commuting from their parent's primary home within 60 miles of campus, participating in a co-op or study abroad program, or in need of a medical exemption. For more information, contact the Residence Life office at 607-871-2186.

Meal Plans

All students who live in residence halls are required to participate in a meal plan, except for seniors or residents of Ann’s House, International House, Hillel, Modern Language House, Honors House, Environmental House, and the Ford Street apartment complex. First-year students have a choice of three meal plans; 300, 250, or 200 meals per semester; Sophomores and Juniors have an additional option of 150 meals per semester. Five percent of these meals can be used as a guest meal to use when family and friends come to visit. All plans come with $125 in "Dining Dollars" which can be used at any dining location and select vending machines. Meal plans are for individual student use only and are non-transferable.

Both Ade and Powell dining halls offer multiple entrees with unlimited seconds and vegetarian choices at every meal. Cyber Fresh Café and MidKnight Express offer one combo meal in exchange for one meal swipe per night after 8:30pm. For more information, please see the Dining Services website: alfredavifoodweb.com or contact Dining Services at 607-871-2247.

Fiat Bux

Students can also purchase Fiat Bux, which are similar to dining dollars with more buying power. In addition to dining locations and vending, Fiat Bux can be used to make purchases in the Clay Store, the Dingbat (Design) Store, and for copies in Herrick and Scholes Libraries. To purchase Fiat Bux just bring your University ID Card to Cyber Fresh Café in the Powell Campus Center during regular business hours. Cash, checks and credit cards (MC, Visa, and Discover) are accepted.

Housing Options

With a broad spectrum of architectural and environmental styles available, choices range from traditional residence halls to suites and apartments. Single rooms are available to students on a limited basis. Each living area selects its own quiet and courtesy hours as an extension of the all-campus quiet hours after the semester begins. Residence halls are coed by floor; i.e., a floor of men, a floor of women; or coed by suite – i.e., one suite of men may be located next to a suite of women; or coed by alternating rooms within corridor-style designated buildings for upper class students. All residence halls are non-smoking.
Housing Staff
Residence hall staff live in each building and on each floor or section. Resident Directors (RDs) are full-time graduate students. The RD staff is responsible for the entire operation of the buildings. Each floor has a Resident Assistant (RA), an undergraduate student who has proven him/herself able to work well with people and their concerns.

The Director of Residence Life, Associate Director, and Assistant Directors are also available to help students acclimate to their new social and educational environment. The Office of Residence Life, located in Bartlett Hall, is an available resource for student housing concerns. Residence hall living includes increased, independent responsibilities and taking part in activities planned to promote community and learning.

International Programs Office

The Alfred University International Programs Office assists international students with any issues or problems they may encounter while in the United States. They sponsor the International Student Orientation. International students are encouraged to share questions or concerns with fellow students, faculty members, their advisor, or any of the advisory staff that works with international students. The International Programs Office is located in Perlman Hall and can be reached at 607.871.2269.

Hazing Policy

Alfred University believes that any group or organization composed of students, faculty, staff and/or visitors has the responsibility to create an environment within which all activities are pursued in a sound and productive manner. Any group or organization which includes hazing as part of its activities creates a risk of hazardous conditions.

Alfred University defines hazing as “any activity or action which subtly, flagrantly, recklessly, or deliberately demeans, embarrasses, threatens, invites ridicule or draws inappropriate or negative attention to a member, affiliate, or group, and/or an attitude which implies one memberaffiliate is superior to another or that membership in the group must be earned through personal services or meaningless activities. Furthermore, this definition includes any action which results in the impairment of academic performance or causes failure to properly fulfill obligations to University-sponsored groups and organizations.”

Alfred University unconditionally opposes any form of hazing. Any violation of this policy should be reported immediately to the Office of the Dean of Students. Any member or affiliate who is in violation of this policy is subject to suspension, expulsion, or other judicial proceeding, or, if the violator is a group or organization, recision of affiliation with Alfred University.

Furthermore, New York State defines hazing as follows: “A person is guilty of hazing in the first degree when, in the course of another person’s initiation into or affiliation with any organization, he intentionally or recklessly engages in conduct which creates a substantial risk of physical injury to such other person or a third person and thereby causes such injury.” (Penal Law S120.16) Hazing in the second degree (a violation) incorporates a nearly identical definition except that no actual injury to any person needs to be proven. (Penal Law, S120.17)
Cultural Events and Films

Several campus organizations sponsor appearances by visiting artists, speakers and groups. The Student Activities Board (SAB), and individual academic divisions invite lecturers and performing and visual artists to campus for residencies and one night appearances. Alfred University student groups sponsor a number of popular entertainers in the from coffeehouse performers and comedians, as well as concerts by well-known performers. Movies – current and classic – run on Fridays and Sundays. The Fosdick-Nelson gallery exhibits sculpture, glass, ceramics, paintings, lithographs and photography. Student theater and dance productions, as well as performances by musical ensembles, occur at frequent intervals throughout the year.

The Institute for Cultural Unity is Alfred University’s source of diversity education and multicultural programming. The Institute for Cultural Unity is a resource center that develops self-awareness and respect for others through the sharing of experiences and cultures. Led principally by students, the governing body of the Institute for Cultural Unity is comprised of the following student organizations and their leaders:

- Umoja (AU’s Black Student Union)
- Poder Latino (AU’s Hispanic Culture and Heritage Organization)
- Spectrum (AU’s Lesbian, Gay, Bisexual, Transgender, Queer, Questioning, Intersex and Ally Serving Organization)
- Caribbean Student Association
- International Students and Scholars Organization
- Students Advocating for Gender Equality
- Hillel (AU’s Jewish Culture and Heritage Organization)

Opportunities in Theater, Music and Dance

Theatre, music and dance opportunities are plentiful at AU, either through involvement within the Performing Arts Division or through our many student organizations and productions. All students, regardless of major, can enhance their academic pursuits through involvement in the performing arts, led by highly qualified faculty and motivated student directors, musicians and choreographers.

Theatre
- Act, stage manage, design and participate in many other ways in a wide range of faculty directed plays
- Write, produce, direct and perform in student productions
- Become a member of the active Alfredian Dramatists student club

Music
- Sing in the University Chorus or Chamber Singers
- Play in the Symphony Orchestra, Symphonic Band, or Jazz Band
- Join the AU Pep Band
- Form your own music groups, such as string quartets, brass ensembles and select vocal groups
- Learn to play the carillon, the Chinese Guzheng, piano, or any other instrument

Dance
- Perform in professional guest artist, faculty and student choreography
- Choreograph and/or perform in Informal Dance Showings
- Participate in a variety of dynamic dance clubs: Middle Eastern Dance Organization, Dance Team, Alfred to Asia, Folk Dance and Swing Dance Club
**Performance Design and Technology**
- Design sets, costumes, lighting, sound and props for all of the performing arts
- Collaborate and participate in technical aspects of theatre, dance and music productions

**Conduct System**

University men and women are expected to conform to high standards of adult behavior, both on and off campus. The University Student Life Policies exist to serve as a guide for each student and to ensure the proper atmosphere necessary for the academic and social life of each student. Action will be taken against students whose conduct adversely affects the University community and/or the pursuit of its objectives, or violates state, local or federal law.

The Alfred University Student Conduct System is designed to hold students accountable for their behavior, to protect the University community and property, and to protect the rights of the members of that community to function in an environment conducive to academic pursuits. It is designed to confront individuals with the inappropriateness of their actions in a constructive and educational manner that will foster an understanding of the impact their behavior has had on individuals and the community. (A detailed statement on the conduct system can be found on the Alfred University student web portal at http://my.alfred.edu under “Student Conduct Policies.”)

**Multiculturalism**

All of the clubs under the ALANA (African-, Latino-, Asian-, Native-American) umbrella strive to both educate the campus and provide social support for members.
- **Poder Latino** – Alfred’s Latino support club sponsors several events including auctions for charity and talent shows for their members
- **Umoja** – AU’s Black Student Union is best known for its Charity Basketball Game, and Slam Poetry events
- **Pacific Rim** – Support and social events for Asian students
- **Caribbean Student Association**– Only two years old, but already sponsors incredible events such as an annual Fashion Show and a Beach Party
- **Alfred Steppas** – High energy performance created by rhythms of foot-stomping, hand-clapping and much, much more
- **Spectrum** – Support and social programming for our gay, lesbian, and bi-sexual community; supporters welcome
- **SAFE** - Students Acting for Equality provides a safe outlet to address issues and make changes on campus

**Major Weekends and Events**

- **Homecoming Weekend** – Highlighted by a Saxon football game and great entertainment.
- **Hot Dog Day** – Now a well-established tradition, Hot Dog Day is a combination of street carnival and springfest, highlighted by an ice cream social, chicken barbecue, craft sale, band party, parade, and many other amusements and festivities, all centering on the consumption of thousands of hot dogs. The funds raised by this community event are turned over to area charities.
• Spring Family Weekend – Highlighted by the Alfred Honors Convocation, which recognizes academic excellence.
• The Alfie Awards – Established in 1994, this year-end award ceremony spoofs the Oscar Awards with red carpets, limousines, and long acceptance speeches. The very real awards pay tribute to those who make Alfred’s extracurricular life so entertaining.
• Large Act Concert – SAB’s annual gymnasium concert has included Adam Sandler, Alanis Morissette, Bare Naked Ladies, Smashmouth, Vanessa Carlton, Black Eyed Peas, Gym Class Heroes, Everclear and OAR.

Religious Life

The University is non-sectarian. In accordance with its century-and-a-half tradition, it extends a welcome to people of diverse ethnic and religious backgrounds. The University, Village, and surrounding area provide ample opportunities for students to find a religious community. The Melvin H. Bernstein Hillel House and several Protestant campus fellowships offer on campus programming and services. St. Jude’s Catholic Campus Center is located within walking distance of campus. Protestant students will receive a warm welcome at any of the numerous churches and religious groups in the Alfred area, including within five minutes of the campus United Methodist, Pentecostal, Union University (nondenominational), Seventh Day Baptist, and Society of Friends. Muslim students can arrange with Muslim faculty for prayer services during Holy seasons, or can attend regular services within an hour’s distance of Alfred.

Alumni Association

The Alfred University Alumni Association dates back to 1884 when a group of enthusiastic former students established an organization to “create and maintain activities for the support and development of the University.” The Alumni Association is led by the Alumni Council whose members are selected from active alumni volunteers. In 2010, the Council updated the Alumni Association’s Constitution and its mission: “The Alfred University Alumni Association actively supports and facilitates the strongest possible sense of community among Alfred University’s administration, faculty, student body and alumni.” The Alumni Council operates under the direction of an elected President and with the support of the University’s Director and Assistant Director of Alumni Engagement.

Individuals who have completed two full-time semesters in good academic standing are automatically members of the association, which has grown to more than 30,000 members. Alumni support has always been an essential part of Alfred University’s progress and success.

Alumni are invited to attend regional events, as well as to return to campus for special events, particularly Homecoming and Reunion Weekends.

The Alfred Magazine, mailed to alumni, carries information about these programs, along with campus news, class notes, and alumni profiles. The University also communicates electronically with its alumni through e-news and Facebook.
The AU website, [www.alfred.edu/alumni], offers a vital link for communication among classmates and between the University and alumni. Alumni may register online for regional and campus events. The online Alfred Community enhances opportunities to stay in touch by offering a permanent email address.

The Office of Alumni Engagement is located on campus in the University Welcome Center at the Fasano House. Alumni and friends are encouraged to stop in when visiting the Alfred area. Alumni may also stay in touch by calling (607) 871-2144 or by e-mailing: alumni@alfred.edu.

Parents Association

The Parents Association exists to promote and enhance opportunities for parents of Alfred University students to communicate, participate, and establish a sense of community with one another and with the faculty, staff and administrators of Alfred University. All parents of current students are automatically members of the Parents Association. A current parent serves as President of the Association. There are no dues, and all parents are welcome to participate in Association meetings.

As part of the Association, a small group of volunteers serve as the Parents Advisory Board. Their purpose is to provide feedback/suggestions related to AU Parents Programs and help determine future direction; to serve as a resource to prospective and current AU parents in terms of student academic life and life within the University community; to provide valuable input to the AU administration when a parents “point of view” is needed; and to assist the Director of Parents Programs and the President of the Parents Association as needed in planning and development.

The University organizes two weekends a year for parents, one in the fall and one in the spring. These Family Weekends provide opportunities to visit with sons and daughters and to take part in campus activities.

Annual Campus Safety and Fire Report

The Annual Campus Safety and Fire report is available to all members of the campus community and to the public. The report contains University policies related to campus safety including: University Office of Public Safety policies and procedures, policies concerning alcohol and drug use, crime awareness and prevention, the reporting of crimes, and sexual misconduct. The report also includes a three-year summary of statistics of crimes that are reported to have occurred on University property, in off-campus buildings owned or controlled by the University, and on public property within the Village of Alfred. A copy of this report can be obtained from the Student Affairs Office, the Admissions Office, the Human Resources Offices, or by accessing the University web site.
Consumer Complaint Procedure

For all types of complaints concerning colleges and universities in New York State, the first course of action must be to try to resolve the complaint directly with the administration of the college or university involved. The Office of College and University Evaluation will not review a complaint until all grievance procedures at the institution have been followed and all avenues of appeal exhausted and documentation provided that such procedures have been exhausted. Please note: Every New York State college and university is required to establish, publish, and enforce explicit policies related to redress of grievances.

See the “Academics” section of this catalog beginning on p. 42 for policies on grades and grading and the process to petition for a change of grade. A complaint involving discrimination or sexual harassment should be directed to the Title XI Coordinator/EEO Officer at 607.871.2118. A complaint involving consumer fraud or financial aid should be directed to Director of Financial Aid, 607.871.2159.

Please do not send a complaint to the Office of College and University Evaluation until you have read all of the information below. This will assure that you are sending your complaint to the appropriate agency/office. The Office of College and University Evaluation handles only those complaints that concern educational programs or practices of degree-granting institutions subject to the Regulations of the Commissioner of Education, with the exceptions noted below.

- The Office does not handle anonymous complaints.
- A complaint involving discrimination against enrolled students on the part of an institution or faculty, or involving sexual harassment, should be filed with the U.S. Office for Civil Rights, 75 Park Place, New York, NY 10007. Complaints about two-year colleges concerning sexual harassment/discrimination based on race, ethnicity, gender and disabilities may also be reported to the Office of Equity and Access, VATEA Program, 10th Floor, Education Building Addition, Hawk Street, Albany, NY 12234.
- A complaint of consumer fraud on the part of the institution should be directed to the Office of the New York State Attorney General, Justice Building, Empire State Plaza, Albany, NY 12223.
- The Office of College and University Evaluation does not intervene in matters concerning an individual’s grades or examination results, as these are the prerogative of the college’s faculty.
- The Office does not handle complaints concerning actions that occurred more than five years ago.
- The Office does not intervene in matters that are or have been in litigation.
- For a complaint about state student financial aid matters, contact the Higher Education Services Corporation (HESC) Customer Communications Center at 1-888-NYS-HESC.
- Complainants should be aware that the Office of College and University Evaluation does not conduct a judicial investigation and has no legal authority to require a college or university to comply with a complainant’s request.

Complaints not excluded by any of the issues above should be sent to:

New York State Education Department
Office of College and University Evaluation
Education Building
5 North Mezzanine
89 Washington Avenue
Albany, New York 12234