Student Discipline

- Inappropriate Conduct

The University subscribes to relevant portions of the California Administrative Code as it applies to the California State University System. Inappropriate conduct by students or by applicants for admission is subject to discipline as provided in portions of Sections 41301 and 41303. The applicable parts of these sections are as follows:

41301. Expulsion, Suspension, and Probation of Students

(a) Cheating or plagiarism in connection with an academic program.
(b) Forgery, alteration, or misuse of campus documents, records, or identification, or knowingly furnishing false information to the University.
(c) Misrepresentation of oneself or of an organization to be an agent of another school.
(d) Obstruction or disruption of the campus educational process, administrative process, or other campus function, whether on or off campus.
(e) Physical abuse on or off campus of the person or property of any member of the campus community or of members of his or her family or the threat of such physical abuse.
(f) Theft of, or non-accidental damage to campus property, or property in the possession of, or owned by, a member of the campus community.
(g) Unauthorized entry into, unauthorized use of, or misuse of campus property; unauthorized entry into classes.
(h) On campus property, the sale or knowing possession of dangerous drugs, restricted dangerous drugs, or narcotics as those terms are used in California statutes, except when lawfully prescribed pursuant to medical or dental care, or when lawfully permitted for the purpose of research, instruction, or analysis.
(i) Knowing possession or use of explosives, dangerous chemicals, or deadly weapons on campus property or at a campus function without prior authorization of the President.
(j) Engaging in lewd, indecent, or obscene behavior on campus property or at a campus function, either in person or by correspondence.
(k) Abusive behavior directed toward, or hazing of, a member of the campus community.
(l) Violation of any order of the President of the University, notice of which has been given prior to such violation and during the academic term in which the violation occurs, either by publication, or by posting on an official bulletin board designated for this purpose, and which order is not inconsistent with any of the other provisions of this section.

41303. Conduct by Applicants for Admission

Notwithstanding any provision in this chapter to the contrary, admission or readmission may be denied to any person who, while not enrolled as a student, commits acts which, were he or she enrolled as a student, would be the basis for disciplinary proceedings pursuant to Section 41301. Admission or readmission may be denied to any person who, while a student, commits acts that are subject to disciplinary action pursuant to Section 41301.

- Appeal of Dismissal

A student has one week from the time of notification of dismissal to file an appeal. He/she may request an appeal of dismissal by writing a letter of response to the dismissal charges and requesting an appeals hearing. If the hearing is granted, based on the student’s reply letter, the individuals involved in the process will convene to hear the appeal. If an appeal is granted, the student may resume course work at NPU. The following process must be followed to appeal disciplinary action/probation served to a student:

1) The appeal is made in writing to NPU’s President for presentation of any extenuating circumstances or evidence the student believes applicable.
2) The President then sets up a hearing with an administrative appeals committee to review the appeal. The committee will be comprised of a minimum of two administrators and one student member. Copies of the appeal shall be distributed to each member of the committee prior to the hearing.
3) The student will meet with the committee to explain the appeal.
4) The committee will make its decision based upon the evidence presented and the interview with the student making the appeal.
5) The decision of the committee will be communicated to the student making the appeal within 48 hours of the final decision.

Student Grievance Procedures

Every student has access to a formal grievance process if so needed. If a student has a problem or concern of any nature regarding any aspect of NPU whether it is with personnel, course of study, or general university policies, s/he has the right to file a grievance. S/he is encouraged to communicate the concern in writing to the Office of Student Affairs. The Office of Student Affairs will act to bring a final resolution to the stated grievance. The following procedure should be observed:

Anyone with a grievance or complaint may request an individual conference with the appropriate instructor or staff member to discuss the problem. If a satisfactory resolution is not reached during step one, the aggrieved party should seek guidance from the Office of Student Affairs. If step two does not resolve the grievance, the aggrieved party should seek guidance from the Office of Academic Affairs. If this is not an academic issue, proceed to step four.

If the previous steps have not solved the grievance within 48 hours of the incident, the aggrieved party must present to the President, in writing, all facts of the grievance.

Within 24 hours, upon receipt of the written information, the President (or his designee) will schedule a Grievance Committee hearing. The time of the meeting will be communicated, in writing, to all concerned parties. All persons involved with the incident must be present at the time of the hearing. All parties involved will be given an opportunity to discuss the grievance. The discussion of the Committee will be communicated to those involved within 48 hours of the hearing. The Committee decision will be final.

The Accreditation Council for Independent Colleges and Schools (ACICS) provides procedures for filing of complaints against accredited institutions. ACICS requires that the complainant has exhausted all complaint and grievance procedures provided under NPU’s policies. Should such a complaint be filed, ACICS will review the matter to determine whether there may have been a violation of its criteria and standards and can take action only if it determines there to have been such a violation. ACICS can be contacted at: 750 First Street, NE, Suite 980, Washington, DC 20002.