Committee recommendations will be consistent with the welfare of both the individual and the University community.

All efforts by university organizations, including academic units, to educate the University community on the nature of HIV/AIDS should be coordinated through the Committee.

Education materials on HIV/AIDS can be obtained at the Student Health Services. In addition, a videotape of information on HIV/AIDS is available for viewing in the Student Health Services Center.

**INFORMATION**

AIDS Counseling and Confidential Testing
Student Health Services
Florida A&M University
Tallahassee, Florida 32307
Telephone: 850-599-3777
8:00 a.m. - 4:30 p.m. Monday - Friday

Anonymous Testing
Leon County Health Department
Tallahassee, Florida
850-487-3186

**Parental Notification of Alcohol and Drug Violations**
The policies and procedures of the University as related to Alcohol and Drug Use and Disclosure are as follows:

- The unlawful possession, use or distribution of drugs and alcohol by students or employees affiliated with the University are prohibited.

- It is the policy of Florida A&M University to notify the parents of dependent students under the age of twenty-one (21) who violate laws governing the use of possession of alcohol or other controlled substances. This includes federal, state and local laws, rules and regulations.

- The parents of any dependent student under the age of 21 violating the alcohol and drug policy will be notified by the Associate Vice President for Student Affairs. The notification of parents is an intervention that is based upon assisting students in making safe and healthy lifestyle choices.

**Policy on Observance of Religious Holy Days by Students**
All University students shall be allowed to observe holy days of their religious faith. The University shall reasonably accommodate the religious observance, practice and belief of individual students in regard to admissions, class attendance, and the scheduling of examinations and work assignments.

Accordingly, the University requires:

1. A student who wishes to observe a religious holy day of his or her religious faith shall notify, in writing, all of his or her instructors and the appropriate academic dean, in order to be excused from class to observe the religious holy day. This written notice should be provided at the beginning of each semester but no later than ten (10) days prior to the observed religious holy day.
2. The student shall be held responsible for any material covered during the excused absence, but shall be permitted a reasonable amount of time to make up any work missed. Where practical, major examinations, work assignments, and/or university ceremonies, will not be scheduled on a major religious holy day.

3. Students who are absent from academic or social activities because of religious observances, shall not be penalized by his or her instructors and/or university administrators.

4. Any student who feels that he or she has been unreasonably denied educational benefits because of his or her religious belief or practice may informally seek redress by presenting, in writing, the nature of his or her grievance to the Provost and Vice President for Academic Affairs or the Vice President for Student Affairs who will investigate and document each occurrence (grievance) and ensure that appropriate corrective action is taken to assure compliance with this policy.

5. If the matter is not resolved satisfactorily at step 4, the student may file a complaint pursuant to Regulation 10.103, with the Office of Equal Opportunity Programs.

This Policy shall be included in the student handbook, and/or other similar documents regularly.

Policy Regarding Pets and Other Animals on Campus
For safety reasons, all pets—including, but not specifically limited to dogs, cats, birds, snakes/reptiles, horses and other animals, are not allowed on the campus of Florida A&M University. Any individual failing to comply with this policy shall be requested to leave the campus until off-campus accommodation for the pet(s) can be arranged. Pets and other animals may be allowed on campus when the University determines it is in its best interests, i.e., to meet the requirements of an instructional program and/or as a federal land grant institution; to comply with local, state and federal requirements concerning disabled or physically challenged individuals who require seeing eye dogs, etc.; and to allow certain officially approved events/activities on campus wherein the use of animals is integrated into the events/activities, e.g., a circus, dog/kennel club show, etc.

Use of Cellular Phones, Pagers and Other Electronic Devices
Cellular phones, pagers and other electronic devices are important means to communicate. These electronic devices, however, can be disruptive for the user and others when activated in classrooms, laboratories, libraries, business offices, convocations, forums and assemblies. Therefore, electronic devices should be not be activated or operated in classrooms, laboratories, libraries, business offices, convocations and assemblies unless express written permission to activate or operate the devices have been authorized by the classroom instructor or the University administrator and/or supervisor in charge of the facility/area in question.

Use of Tobacco Products
The use of tobacco and tobacco-related products is prohibited in all facilities owned or operated by Florida A&M University.

University Regulations
All University regulations may be viewed on-line. Go to the FAMU Home Page at www.famu.edu and click on the link for University Regulations.