

Subject: Refusal or Revocation of Admission

1. Purpose.....	1
2. Policy.....	1
3. Responsibilities.....	2
4. Procedures.....	2
5. Definitions.....	2
6. References.....	2
7. Review Periodicity and Responsibility.....	2
8. Effective Date and Approval.....	2
9. Review and Revision History.....	3

1. Purpose

The purpose of this policy is to establish guidelines for Tidewater Community College’s (TCC) response to a notification that an applicant or student has been expelled or suspended from another Virginia community college or has been determined to be a threat, potential danger, or significant disruption by another college. The policy also delineates the college’s response when a student has been expelled or suspended from TCC for misconduct that has been determined by the college to warrant a warning to other colleges within the Virginia Community College System (VCCS).

This policy complies with the [Family Educational Rights and Privacy Act \(FERPA\)](#) 20 U.S.C, § 1232 (g); 34 CFR Part 99; and the [Government Data Collection and Dissemination Practices Act](#), [Code of Virginia § 2.2-3800](#), et seq, as amended. In implementing this policy, the college is guided by VCCS policy ([6.0.1 – General Admission to the VCCS Colleges](#)).

2. Policy

TCC is committed to providing a safe and secure environment in which to learn and work by prohibiting threats, potential dangers, or significant disruptions to the college community. To that end, the college shall evaluate and document special cases and may refuse or revoke admission if the college determines that an applicant or student

poses a threat, is a potential danger, or is significantly disruptive to the college community or if such refusal or revocation is considered to be in the best interest of the college. TCC may refuse or revoke admission to an individual who has been expelled or suspended from another VCCS college and has an XTA indicator placed on their record in the Student Information System (SIS) by another VCCS college to indicate that the student has been determined to pose a threat, potential danger, or significant disruption.

TCC shall alert VCCS colleges when a student has been expelled or suspended from TCC for posing a threat, potential danger, or significant disruption by placing an XTA service indicator in the student's records in SIS.

3. Responsibilities

The Vice President for Student Affairs shall be responsible for developing and maintaining procedures that are consistent with this policy and that comply with applicable regulations, policies, and procedures of the Virginia Community College System, and the laws and regulations of the Commonwealth of Virginia

4. Procedures

Procedures for this policy are located on the website.

5. Definitions

Admitted student – an individual who has applied for admission or readmission to TCC and has been accepted to the college.

Applicant – an individual who has applied for admission to TCC.

Revocation – The process of revoking a student's application.

XTA – a Student Information System (SIS) service indicator used by VCCS colleges to indicate when a student has been determined to pose a threat, potential danger, or significant disruption.

6. References

[Family Educational Rights and Privacy Act \(FERPA\)](#)
[Campus and Workplace Violence Prevention Policy 1301 \(tcc.edu\)](#)
[VCCS Policy Section 6.0 Admission](#)
[TCC Student Handbook](#)

7. Review Periodicity and Responsibility

The Vice President for Student Affairs shall review this policy at the first anniversary of its approval and, if necessary, recommend revisions.

8. Effective Date and Approval

This revision to the policy is effective upon its approval by the College President July 25, 2022.

Policy Approved:

Procedure Developed:

Marcia Conston, Ph.D.
President

Karen Campbell, Ph.D.
Vice President for Student Affairs

9. Review and Revision History

The initial version of this policy was approved on March 22, 2012.

- Revision 1 updates the policy with the corrected title of the Vice President cited in the policy and responsible for its review. Also changed was the procedure to make it a nightly report run by OIS and communicated to the College Registrar on a daily basis.

Approved July 7, 2016 by President Edna V. Baehre-Kolovani, Ph.D.

- Revision 2 updates the policy to reflect title and office name changes, correct hyperlinks to policies, resources and documents.

Approved July 25, 2022 by President Marcia Conston, Ph.D.