

5000.0
Student Services

The Board of Trustees recognizes the primary focus of Gillette Community College District (GCCD) shall be the student. Appropriate staffing and procedures shall be implemented by the administration to facilitate a reasonable level of student services in accordance with federal and state laws. Specific policies may be revised by the Board of Trustees.

5000.1

Admission to the College

The Gillette Community College District (GCCD) is an open admission, equal access institution. Admission is required prior to registration for classes. Applicants may be accepted as degree or certificate-seeking, non-degree seeking, high school concurrent/dual enrollment, or non-credit. Additional requirements exist for non-US citizens entering the United States to attend college.

Admission to the GCCD does not guarantee acceptance to any specific program.

5000.2
Student Records

The District respects and actively protects the privacy rights of its students and their families in regard to student records and personally identifiable information formulated and/or maintained by the District. The District manages student educational records in accordance with federal and state laws and regulations and policy.

5000.3

Tuition/Fees and Student Finances

Tuition rates are established by the Wyoming Community College Commission. Fees and room/board rates are established by the Gillette Community College District (GCCD) administration. Any student enrolled for twelve (12) credit hours or more is considered a full-time student. Any student enrolled in fewer than twelve (12) credit hours is considered a part-time student. Payment for charges incurred through course registration and residence hall commitments is to be made by published deadlines.

GCCD, in partnership with the Northern Wyoming Community College District (NWCCD), participates in the Federal Title IV Student Financial Aid program. All degree-seeking students are encouraged to complete the Free Application for Federal Student Aid (FAFSA) annually to identify their level of eligibility for federal financial assistance which includes grants, loans and student employment (work study).

All registered, degree-seeking students are considered for scholarship awards. It is the responsibility for each scholarship recipient to understand and maintain eligibility.

Adopted: May 18, 2022

Reviewed:

Revised:

5000.4
Student Governance and Organizations

Subject to the policies and procedures of the Gillette Community College District (GCCD), student government at Gillette College is recognized as the official voice of the student body. They operate under a constitution and by-laws that are subject to the approval of the GCCD President. The student government is advised through the Division of Student Affairs. Student clubs may be organized and are subject to the approval of the GCCD President or designee.

5000.5

Student Rights and Responsibilities

The Gillette Community College District (GCCD) is committed to high standards of personal and social behavior by its students while ensuring their rights are upheld and protected.

Student Conduct procedures apply to an individual, as a student, when an offer of admission has been extended and thereafter as long as the student has a continuing educational interest in GCCD.

GCCD identifies health and safety of students, faculty and staff as a top priority. It is the expectation that all members of GCCD exercise a commitment to adhering to policies pertaining to health and safety that includes understanding roles, responsibilities, and expectations in reporting. Federal laws and mandates such as the Americans with Disabilities Act, the Jeanne Clery Act, Section 22 of Drug Free Schools and Communities Act, Title IX, and the Violence Against Women Act/VAWA, require transparency in reporting campus crimes, statistics, timely warnings as needed, and protection from all forms of discrimination. In ongoing efforts to meet and exceed federal expectations, annual training is required for faculty and staff of the GCCD and resources and co-curricular programs are made available to students.

GCCD will work in partnership with the Northern Wyoming Community College District (NWCCD) to ensure required documentation and reports are provided to ensure accreditation standards are met.

Adopted: May 18, 2022

Reviewed:

Revised:

5000.6

On Campus Housing and Dining

Gillette Community College District (GCCD) maintains housing facilities cognizant that on-campus housing and dining services have educational value in that they create an environment in which students away from home can live and work together in a community of learners. In addition, GCCD believes on-campus residency enriches relationships with the staff and other students. The on-campus housing and dining procedures, when applicable, establish the terms and conditions of occupancy in the residence halls and the relationship between the room occupant and GCCD. Failure to comply with the established procedures will result in Student Code of Conduct proceedings.

Adoption Date: January 19, 2022

Review Dates:

Revision Dates:

5000.7

Intercollegiate Athletics

Gillette Community College District (GCCD) provides for intercollegiate athletic programs on its primary campus of Gillette College to support a vibrant culture of campus life. GCCD participates in the National Intercollegiate Rodeo Association (NIRA) and National Junior College Athletic Association (NJCAA) sanctioned sports. GCCD complies with all rules and regulations of these association. Equity across GCCD is a fundamental principle in reference to gender, staffing and institutional financial support for the individual campus athletic programs.

5000.8

Campus Assessment Response and Evaluation Team

GCCD values and prioritizes the safety of students. As a mechanism of early intervention, the district utilizes a Campus Assessment Response and Evaluation (CARE) Team comprised of professionals from varying areas of expertise. This team works in conjunction with the campus community and larger, local community to provide early intervention for students in need of support academically, behaviorally and/or interpersonally. The CARE team utilizes the National Association for Behavioral Intervention and Threat Assessment protocol to assess and intervene. Interventions may range from welfare checks to referrals and are specifically tailored to the needs of each student.

Adopted: March 15, 2023

Reviewed:

Revised: