

Update #: 3  
Title: **Admission of Convicted Sexual Offenders**  
Type: Non-substantive correction to typographical error in text  
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### **Admission of Convicted Sexual Offenders**

Section 23-2.2:1 of the *Code of Virginia* requires the Virginia Community College System (VCCS), and all other institutions of higher education in the Commonwealth, to forward enrollment information to the Virginia State Police. This information is obtained electronically and compared against the Virginia Criminal Information Network and National Crime Information Center Convicted Sexual Offender Registry File. Language contained on the community college web application informs applicants that their personal information is being transmitted to the Virginia State Police. In the event that an applicant to Paul D. Camp Community College is determined to be on the Sex Offender Registry, the following procedures apply:

- I. An individual can be a new student or current student. Current students who are identified after enrollment for the semester will be permitted to attend classes unless they are identified as a threat to the college community by the College's Threat Assessment Team.
- II. An applicant prior to enrollment will be sent a letter to the student's mailing address on file that states, "Due to your status as a sex offender listed on the National Crime Information Center Convicted Sexual Offender Registry your admission to Paul D. Camp Community College must be reviewed by the committee members of the College's Threat Assessment Team. You may be required to meet with the Threat Assessment Team."
- III. The applicant must submit a written response to the request within seven (7) working days of the date of the letter to the committee. If the applicant does not respond within the 7 day request, he/she will be denied continuing admissions status and administratively withdrawn from courses if necessary.
- IV. The applicant will be requested to provide the following information to the committee:
  - a. Disclosure of the nature of the offense for which he/she has been convicted.
  - b. Justification for admission or continuing admission
  - c. Any other information the applicant believes would be helpful to the Threat Assessment Team (hereinafter, committee).
- V. The information sought will be the same that will allow an offender to be removed from the registry. Those include nature and number of offense(s), date of last offense, length of time from the last offense, treatment and/or counseling sought, and restitution completed, if applicable. The committee will determine whether the applicant or student poses a threat, is a potential danger, is significantly disruptive to the college community, or whether such

refusal or revocation is considered to be in the best interest of a college.

- VI. The committee will make a decision to approve or continue admission by a majority vote within (5) working days of receiving the letter.
- VII. The Dean of Student Services will inform the applicant or student by letter of the decision of the committee. If admission to the College be denied or discontinued because the applicant or student poses a threat to the health and safety to others, a service indicator will be placed on the student's record by the Dean of Student Services or designee. A service indicator may result in a denial of admission to any other community college or institution of higher education.
- VIII. The applicant may appeal the decision of the committee by letter to the College President within five (5) working days of the date of the committee decision letter.
- IX. The College President will review all documents provided by the committee and the applicant and make a decision within five (5) working days from the date of the appeal letter. The decision of the College President will be final.
- X. Under the Family Educational Rights and Privacy Act (FERPA), a student has the right to inspect and review their education records and may request that the college amend his or her student record if the student believes that information contained in the record is inaccurate, misleading, or in violation of the privacy rights of the student.