



**CALIFORNIA STATE POLYTECHNIC UNIVERSITY, POMONA
POLICY NO: 1407**

POLICY ON EXCLUSION OF STUDENTS FROM CLASSES

An instructor may at any time exclude from his or her course students who are disrupting the orderly conduct of the classroom or are a hazard to themselves or to others.

Upon exclusion of a student from a class, the instructor shall, within two academic days, inform the following individuals in writing of the reasons for exclusion from class and that the student has three academic days to file a protest with the instructor's dean:

- A. The instructor's department chairperson
- B. The instructor's college dean
- C. The student's major department chairperson
- D. The student's major college dean
- E. The student
- F. The Office of Judicial Affairs

The student has three university academic days from the date of exclusion during which a formal protest may be lodged with the instructor's college dean concerning the instructor's decision. If the student desires to make such a protest, the college dean and department chairman will interview both the faculty member and the student(s) involved and the dean will make a final decision within three university academic days as to whether or not the student is to be allowed to return to class.

If the faculty member wishes to prefer disciplinary charges against the student involved, the faculty member shall submit such charges in writing to the Office of Judicial Affairs. However, it will still be necessary to go through the specified process.