

DISCLOSURE OF INFORMATION

Oklahoma City Community College is providing all current, and prospective students, parents, and others with information about the College's academic programs, student services, student rights, and student responsibilities. By reviewing the list below, you are able to identify subjects of interest and the office you should contact to access information and reports enabling you to make informed decisions about OCCC.

<u>SUBJECT</u>	<u>SUMMARY INFORMATION</u>	<u>CONTACT OFFICE</u>
Accreditation	Associations, Agencies, Governmental Bodies that accredit, approve, or license OCCC and its programs	Office of Institutional Effectiveness www.occc.edu/IE/ 405-682-7577
Retention Rate	Retention rate of degree-seeking and certificate students	“
Graduation and Transfer –Out Rates	Graduation and Transfer-out rates for first-time, full-time students	“
Student Body Diversity	Information about the OCCC student body including gender and racial/ethnic groups as a percentage of enrolled full-time students, and those who receive Pell Grants	“
Academic Program	Degree and Certificate Programs, Instructional Facilities and Faculty	Vice President Academic Affairs www.occc.edu/academic 405-682-7546
Articulation Agreements	List of colleges and universities having signed agreements with OCCC	“
Transfer Credit Policies	Criteria the College uses to accept transfer credit earned at another college or university	Records and Graduation Services www.occc.edu/records 405-682-7889
Family Educational Rights And Privacy Act (FERPA)	Information about student's rights to review their educational records, request amendment of their records, to file complaints with the U.S. Department of Education and procedures to carry out these actions. Explanation of disclosure of directory information, students right to refuse to allow release of directory information	Registrar's Office 405-682-7889
Drug and Alcohol Abuse Prevention Program	Information pertaining to standards of conduct that prohibit the unlawful possession, use of or distribution of illicit drugs and alcohol by students and employees. Legal sanctions under local, state, and federal law. Description of health risk, and available services: counseling, treatment, and rehabilitation.	Employees/Prospective Employees: Human Resources www.occc.edu/HR/ 405-682-7542 Students: Director of Student Relations 405-682-7595
Vaccination Policies	State and College policies and procedures regarding vaccinations	Recruitment and Admissions www.occc.edu/Admissions 405-682-7580
Facilities and Services for Students with Disabilities	Information about available facilities and services for students with disabilities including intellectual disabilities. Access to these services.	Student Support Services www.occc.edu/support 405-682-7520

Federal Return of Title IV Program Funds	Federal Title IV Return of Funds Regulations for students who totally withdraw from all courses during a semester, never begin attendance in one or more courses, or do not successfully complete any courses during a semester.	Financial Aid Office www.occc.edu/financialaid 405-682-7525
Availability of Student Financial Assistance and Access to Information About Programs	Information about financial assistance programs available to students and prospective students and information about procedures to access and retain eligibility for assistance.	“
Cost-of - Attendance	Information about costs to attend OCCC including direct costs: tuition, fees, books and supplies and indirect costs: room and board, transportation, and personal expenses.	“
Net Price	Information about the impact financial assistance in reducing the total price incurred by a student or family to attend OCCC.	“
Code of Conduct: Educational Loans	Code of conduct statement that prohibits a conflict of interest of an agent of the College with respect to private education loans	“
Federal Student Financial Aid Penalties for Drug Law Violations and Way in Which Student Can Regain Eligibility	Notice to each student that a conviction for possession or sale of illegal drugs during a period of enrollment for which the student received Federal Title IV Programs Funds results in loss of eligibility. Notice of way to regain eligibility.	“
Voter Registration Form	Provide voter registration form prior to federal elections and state elections for Governor and other State chief executives to each enrolled students physically in attendance	Student Life www.occc.edu/studentlife 405-682-7523
Refund Policy	College refund policy based on Oklahoma State Regents for Higher Education (OSRHE)	Bursar Office www.occc.edu/bursar.html 405-682-7825
Textbook Information	Information to be included on the college internet course schedule used to register for courses. The retail price and International Standard Book Number (ISBN) for required and recommended textbooks and supplemental materials for each course, if available.	College Bookstore www.bookstore.occc.edu/home.aspx 405-682-7510
Information for Crime Victims For Disciplinary Hearings	Written request requirements to disclose results of disciplinary proceedings to an alleged victim of a crime of violence, or non-forcible sex offense or to the victims family.	Director of Student Relations 405-682-7595
Copyright	Information pertaining to unauthorized distribution of	www.occc.edu/CopyrightFileSharing

Infringement Policies and Sanctions File Sharing	copyrighted material, unauthorized peer to peer file sharing that may lead to civil and criminal liabilities. College policies with respect to unauthorized peer to peer file sharing Summary of Federal violations of copyright laws	College Policy No. 3058 Information Technology Resources Acceptable Use Policy www.occc.edu/policy/3058.pdf College Policy No. 4042 Academic Freedom and Responsibilities Information and Instructional Technology Services (IITS) www/occc/edu/policy/4042.pdf
Security Report	Annual security report and emergency response, evaluation procedures, timely warnings and crime log.	Department of Safety and Security www.occc.edu/Security 405-682-7861
Additional Information	For additional information about Oklahoma City Community College from the National Center for Educational Statistics.	National Center For Educational Statistics (NCES) http://NCES.ed.gov/ipeds/datacenter

CONTACT INFORMATION FOR STUDENT COMPLAINTS

Contact information for students who wish to makes complaints to OCCC's accrediting or authorizing bodies.

CONTACT OFFICE

Higher Learning Commission
230 S. LaSalle St., Ste 7-500
Chicago, IL 60604-1411
800.621.7440

Oklahoma State Regents for Higher Education
655 Research Parkway, Ste. 200
Oklahoma City, OK 73104
405.225.9100

Oklahoma Office of the Attorney General
313 NE 21st St.
Oklahoma City, OK 73105
405.521.3921