

In accordance with Florida Statute #1001.64(8)(a), Santa Fe College may consider the past actions of any person applying for admission or enrollment and may deny admission or enrollment to an applicant because of misconduct if determined to be in the best interest of the college. Santa Fe reserves the right to refuse or to place conditions on admission or re-enrollment of applicants and students who Santa Fe determines would be disruptive of the orderly process of the college's programs, would interfere with the rights and privileges of other students or employees, and/or would represent a safety risk to Santa Fe students, employees or property.

All applicants or students that respond YES to any of the disciplinary questions as part of their application or readmission **must submit a Disciplinary Disclosure**. *Answering yes to any of the questions in this form does not necessarily prevent your admission to Santa Fe College.* In addition to this form, students must include copies of official documentation, such as criminal history, arrest reports, court documents, probation letters, release letters, etc. **Submission deadline is Monday at 4:30 p.m. to be reviewed within the next 10-14 business days. Due to privacy and confidentiality guidelines, decisions will only be released through the college's official notification system.** Applicants/students have the right to appeal any decision to the Vice President for Student Affairs within ten calendar days of the date the notice was received.

Student Name _____ SF ID Number _____ Date of Birth _____
 Phone Number _____ Dept. of Correction Number _____
 Address _____ City _____ State _____ Zip Code _____

Have you previously gone through the Disciplinary Admission process? YES NO

If YES, do you have any new charges?

- YES → Complete the remainder of this form and provide necessary documentation.
- NO → Skip to the **Signature Section** of this form to sign and submit. No additional documentation is necessary.

Did you accidentally answer YES to any of the disciplinary questions on the application? YES NO

If YES, skip to the **Signature Section** of this form to sign and submit. No additional documentation is necessary.

DISCIPLINARY SUMMARY

Please check all that apply:

- Disciplinary history / record at another educational institution
- Non-criminal trespass
- Criminal History
- Misdemeanor (s)
- Felony (s)

Are you currently on probation / parole / community control? YES NO

If YES: Start Date _____ End Date _____

Probation Officer's Name _____ Phone Number _____

Are you currently classified as a "Sexual Predator"? YES NO

Are you currently classified as a "Sexual Offender"? YES NO

DISCIPLINARY DISCLOSURE

Please list your disciplinary history below, beginning with your most recent incident. If additional space is needed, attach a separate sheet. Incomplete information may delay the processing of your request.

Date of Incident / Arrest: _____

Incident / Arrest Information (What happened): _____

Charge: _____

Final Sentence: _____

Disposition (ex. Case closed, served time, on probation): _____

Date of Incident / Arrest: _____

Incident / Arrest Information (What happened): _____

Charge: _____

Final Sentence: _____

Disposition (ex. Case closed, served time, on probation): _____

Date of Incident / Arrest: _____

Incident / Arrest Information (What happened): _____

Charge: _____

Final Sentence: _____

Disposition (ex. Case closed, served time, on probation): _____

SIGNATURE

I hereby submit this petition form and all requested supporting documentation. By signing this document, I certify that all information submitted is complete and accurate. I also understand my documentation is subject to verification by the Office of the Registrar, and in cases where submitted documentation is forged, tampered with or otherwise fraudulent, I may face criminal and/or disciplinary actions in accordance to applicable Federal and State laws, and/or college policy as defined in the Student Conduct Code.

Signature: _____

Date: _____

HOW TO SUBMIT YOUR FORM

There are three ways to submit your disciplinary disclosure form:

In person
Office of the Registrar
Northwest Campus
Building R, room 112

U.S. Mail
Office of the Registrar
3000 NW 83rd Street
Building R, Room 112
Gainesville, FL 32606

Email
disciplinarydisclosure@sfcollge.edu

OFFICE USE ONLY

Comments _____

Approved Denied Tabled Officer's Signature: _____ Date: _____

Disciplinary Committee (Reason) Legend

1. Meet with the Disciplinary Admission Committee
2. Requires disciplinary counseling, _____ number of session(s) to be completed by _____
3. Resubmit with a current criminal history report
4. Resubmit with a current probation/parole supervision status letter
5. Resubmit with final disposition of open case(s)
6. Resubmit with letter of satisfactory completion of probation
7. Resubmit with status letter of satisfactory completion of six months' probation
8. Resubmit documentation verifying completion of court ordered sanction(s) e.g. community service, PTI, fines, etc.
9. Resubmit with a current copy of the mental health evaluation documentation
10. Resubmit after release from the Department of Correction (D.O.C.)
11. Recommend (Enrollment)/ connection with college a relevant college program _____ (e.g. My Brothers Keeper Program)
12. Referred to Student Conduct

Santa Fe College (SF) is committed to maintaining a work and educational environment that embraces diversity and where no member of the college community is excluded from participation in, denied the benefits of, or subject to discrimination in any college program or activity based on: their race, ethnicity, national origin, color, religion, age, disability, sex, pregnancy status, gender identity, sexual orientation, marital status, genetic information, political opinions or affiliations, or veteran status. This commitment applies to employees, volunteers, students, and, to the extent possible, to third parties, applicants for admission, applicants for employment, and the general public. Inquiries regarding non-discrimination policies or concerns about discrimination or harassment, including concerns about sexual harassment or sexual violence under Title IX, should be directed to Jasmine Gibbs, Equity Officer and Title IX Coordinator, 3000 NW 83rd Street, R-Annex, Room 113, Gainesville, Florida 32606, 352-395-5950, equity.officer@sfcollge.edu.