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COLLEGE & CONSERVATORY

Policy Overview:

The following guidelines were created for the Admission Offices at the Oberlin College and Conservatory of Music and may be adopted for use by other admitting units.

As part of the Oberlin College undergraduate admissions process, applicants are required to respond to the following questions either on the Common Application and Coalition Application or in Oberlin college or conservatory's applicant supplement:

Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal, or expulsion from the institution.

Have you ever been adjudicated guilty or convicted of a misdemeanor, felony? Note that you are not required to answer "yes" to this question, or provide an explanation, if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise required by law or ordered by a court to be kept confidential.

Is any felony charge, or allegation of academic or disciplinary misconduct at any secondary school, college or university, currently pending against you?

The intent of the conduct questions is to ensure that the university does not knowingly admit anyone whose behavior is inconsistent with the expectations of the university community, both in regards to academic integrity, and those who may pose an unreasonable risk of harm to the campus community.

These questions are not meant to infringe upon the schools' and college's autonomy in selecting candidates for their programs. The College and Conservatory do not reject an applicant solely because they answered "yes" to a conduct question, nor do they determine applicant eligibility based on past conduct history (which is noted on both applications). Rather, appropriate protocols, as described in this document, are followed to determine whether or not an applicant is admissible. Schools and colleges may reject applicants based on academic misconduct.

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Application Protocol:

If further guidance outside the admission office is needed, then it will be reviewed by the Admissions Committee. This expanded committee may include a representative from both college and con admissions offices, associate deans, student life, admin from the counseling office and faculty members.

Inadmissible Applicants and/or Missing Information

Applicant responds yes to one or both of the questions, but is deemed inadmissible (whether or not they provide a letter explanation), admissions is denied in usual manner without requesting further information.

Admissible or Potentially Admissible Applicants and File is Complete

Applicant responds yes to one or both of the questions and explanation is available: Admission office handles in-house, requesting additional information from the student and/or previous school, if necessary. If the admitting office determines that the conduct is minor, the explanation adequate, and the student is otherwise admissible, then admission is granted in the usual manner. If further guidance outside the admission office is needed, then it will be reviewed by the Admissions Committee. This expanded committee may include a representative from both college and con admissions offices, associate deans, student life, admin from the counseling office and faculty members.

Admitted students:

Admitted students have an ongoing responsibility to inform the Office of Undergraduate Admissions or admitting office of any changes to their disciplinary and/or criminal history until they begin their first term of enrollment at the university. Failure to report prior or pending disciplinary and/or criminal history may result in the withdrawal of application or revocation of admission.

Students who disclose disciplinary and/or criminal adjudications and/or pending proceedings that occurred AFTER they applied: These students should be subjected to the same criteria that would have been applied if they had answered yes to any of the conduct questions on their application for admission.

Students who do not disclose disciplinary and/or criminal adjudications and/or pending proceedings that occurred BEFORE or AFTER they applied: Cases of this nature should be referred to the Admissions Committee. Students who were dishonest when filling out their admission application, or were not forthcoming of critical information post-application, could face the possibility of having their admission revoked or other appropriate sanction.

General Guidelines for Referring/Review of Conduct Cases

Cases that involve applicant behavior that harmed or could have harmed people or property, or are indicative of a more serious matter. These offenses include but are not limited to:

- Physical/domestic violence
- Illegal weapon possession
- Destruction of property, including arson
- Hate crimes/Ethnic intimidation
- Bullying
- Harassment
- Sex offenses/sexual misconduct
- Stalking
- Drug trafficking or supplying alcohol to minors
- Involvement in organized gambling
- Property crimes (burglary, robbery, theft)
- Criminal traffic violations such as DUI/OWI violations
- Probation or parole through the time of the application/enrollment process
- Multiple criminal convictions and/or findings of responsibility for misconduct
- School suspension or expulsion
- Incidents involving social media related to any of the above
- Alcohol or drug abuse that has affected only the applicant (e.g., possession only)
- Academic dishonesty (acts of plagiarism, forgery, or cheating)
- Fraudulent credentials

Current Metrics of Assessment

- Nature of offense or crime
- Severity of offense or crime
- Recency of offense
- Age of applicant at the time of the offense, conviction, or finding of responsibility
- Completion of judicial or school-issued sanctions
 - Specifically, has the applicant completed probation, community service, etc.?
 - Are there additional restrictions instituted by the former institution that would be appropriate to maintain should admission be granted?
- Conditions of probation or parole
- Evidence of rehabilitation
 - What has the applicant done since infraction?
 - How does the applicant describe the experience?
 - How contrite, honest, clear, responsible, introspective, and thoughtful does the applicant appear?
 - Does a third party practitioner recommendation exist?
- Offense relative to Oberlin College student conduct parameters
 - How would we respond to an enrolled student who committed the same infraction?

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How would we respond to a previously enrolled student who wished to re-enroll after serving jail time or engaging in community service for the same infraction?

- Overall concern about the safety of the community
- Pattern of repeated behavior
- Incompatibility with program where seeking enrollment (e.g. someone who has restrictions on contact with children who has applied to the School of Education for a degree in elementary teacher education)

An applicant with a criminal conviction is not automatically excluded from admission. After reviewing all information provided, the Admissions Committee determines whether the applicant's conduct/criminal activity is inconsistent with the expectations of the university community and makes a recommendation.

Appeals:

Reviews of decisions may be requested in writing if the following exist: 1) New material information that was not previously available at the point of review; AND 2) Compelling information that an additional review and new decision is warranted. The decision of the Admissions Committee is final.