A Message from the President

Dear Students, Faculty and Staff,

This booklet contains Allegany College of Maryland’s policy regarding alcohol and drug use in an educational environment, a description of medical and legal implications of using illegal substances, and a listing of off-campus resources which are available to assist persons having problems with substance abuse.

Our approach to substance abuse focuses on prevention through education, early intervention, and provisions of referral services as needed. I hope that anyone on our campus having such problems will gather information from this booklet and utilize the resources listed, including counseling services for both students and employees.

I trust that you share my deep concern for providing an educational environment fee of substance abuse. Working together, we can accomplish this goal.

Sincerely,

Dr. Cynthia Bambara
President
## Contents

### Introduction
- About this Booklet .................................................................................................................. 3
- About the College ................................................................................................................... 3

### Education/Prevention
- Health Risks Associated with Alcohol .................................................................................... 4
- Controlled Dangerous Substances – Their Uses and Effects .................................................... 6
- Heroin & Opioid Policy Information ....................................................................................... 10
- Intervention & Referral ........................................................................................................... 11
- Community Resources .......................................................................................................... 11
- Counseling Program ............................................................................................................. 13
- Outreach & Special Programs ............................................................................................... 14

### Alcohol & Drug Policy ........................................................................................................ 15

### Consequences
- Alcohol & Drug Offenses ..................................................................................................... 18
- Maryland Driver’s License .................................................................................................... 20
- Code of Student Conduct .................................................................................................... 23
- Financial Aid ........................................................................................................................ 23

### Related Information
- Biennial Review ..................................................................................................................... 23
- Non-Discrimination Statement .............................................................................................. 23
- Contact Information ............................................................................................................. 23
  - Title IX ............................................................................................................................... 23
  - ADA/504 ............................................................................................................................ 23
About this Booklet

This resource booklet has been developed to provide a comprehensive overview of the health risks and legal implications related to alcohol and drug use, and to serve as a reference for off-campus resources which are available to faculty, staff and students at Allegany College of Maryland. In addition, it re-iterates both the Code of Student Conduct and Employee guidelines in regards to drug and alcohol use on any Allegany College of Maryland campus.

If you need assistance with any information presented within this booklet, please contact the Office of Student & Legal Affairs at (301) 784-5206 or visit our office in College Center office 152.

About the College

Allegany College of Maryland is a community college accredited by the Commission on Higher Education, Middle States Association of Colleges and Secondary Schools, and approved by the Maryland Higher Education Commission. Allegany College of Maryland encompasses the Cumberland Campus, Bedford County Campus, the Gateway Center, Willowbrook Woods, and its teaching sites including Somerset County. Allegany College of MD offers credit, non-credit and blended courses as well as early college opportunities for dual-enrolled high school students.

Our campuses are “clean, clear & dry”.

Allegany College of Maryland supports the efforts of the State of Maryland and the United States to provide learning centers and workplaces free of illegal drug and alcohol use. Local, state, and federal laws apply to all students, faculty, and staff. Besides the application of criminal charges, students and employees could face consequences from the College. For employees, policies related to employment are located in the Human Resources manual. For students, the Code of Student Conduct includes provisions making unlawful use or possession of drugs or alcoholic beverages a violation of the Code; violators are subject to discipline which might include censure, restitution, probation, suspension, dismissal, or expulsion. Also for students, some forms of financial aid require certification that the student recipient remain drug free and avoid the unlawful use of alcohol and drugs; thus, conviction of an alcohol or drug violation in a court or under the Code of Student Conduct could mean loss of valuable financial aid or scholarships. More detailed information about each of these topics is located elsewhere in this booklet.

College Mission Statement: We deliver diverse and relevant education centered around student success in a supportive and engaging community.
Pending final approval in fall of 2020

Philosophy on Alcohol and Drugs: To advance our mission, Allegany College of Maryland strives to maintain an environment that supports and encourages the pursuit of knowledge. All members of our academic community – students, faculty, staff – share the responsibility for protecting that environment and are expected to exemplify high standards of personal and professional conduct. The illegal or abusive use of alcohol and drugs adversely affects the educational environment.

In keeping with its primary purpose, Allegany College of Maryland will maximize the use of educational strategies whenever possible in the interests of health and safety, seeking to balance the needs of the individual student with the needs of other students, employees, and the best interests of the College. Allegany College of Maryland’s primary interest in managing offenses is not punitive – rendering education, prevention, and treatment extremely important; however, enforcement of policies will occur as necessary.

ALCOHOL & DRUG ABUSE resource manual
Health Risks Associated with Alcohol Use

Centers for Disease Control and Prevention Fact Sheet:

Alcohol Use and Your Health

Drinking too much can harm your health. Excessive alcohol use leads to about 88,000 deaths in the United States each year, and shortens the life of those who die by almost 30 years. Further, excessive drinking cost the economy $249 billion in 2010. Most excessive drinkers are not alcohol dependent.

What is considered a “drink”? U.S. Standard Drink Sizes

- 12 ounces 5% ABV beer
- 8 ounces 7% ABV malt liquor
- 5 ounces 12% ABV wine
- 1.5 ounces 40% ABV (80 proof) distilled spirits

(Examples: gin, rum, vodka, whiskey)

Excessive alcohol use includes:

Binge Drinking
For women, 4 or more drinks consumed on one occasion
For men, 5 or more drinks consumed on one occasion

Heavy Drinking
For women, 8 or more drinks per week
For men, 15 or more drinks per week

Any alcohol used by pregnant women

Any alcohol used by those under the age of 21 years

If you choose to drink, do so in moderation:

DON'T DRINK AT ALL if you are under the age of 21, or if you are or may be pregnant, or have health problems that could be made worse by drinking.

FOR WOMEN, up to 1 drink a day

FOR MEN, up to 2 drinks a day

NO ONE should begin drinking or drink more frequently based on potential health benefits.
Excessive alcohol use has immediate effects that increase the risk of many harmful health conditions. These are most often the result of binge drinking. Over time, excessive alcohol use can lead to the development of chronic diseases and other serious problems.

**Short-Term Health Risks**

**Injuries**
- Motor vehicle crashes
- Falls
- Drownings
- Burns

**Violence**
- Homicide
- Suicide
- Sexual assault
- Intimate partner violence

**Alcohol poisoning**

**Reproductive health**
- Risky sexual behaviors
- Unintended pregnancy
- Sexually transmitted diseases, including HIV
- Miscarriage
- Stillbirth
- Fetal alcohol spectrum disorders (FASDs)

**Long-Term Health Risks**

**Chronic diseases**
- High blood pressure
- Heart disease
- Stroke
- Liver disease
- Digestive problems

**Cancers**
- Breast
- Mouth and throat
- Liver
- Colon

**Learning and memory problems**
- Dementia
- Poor school performance

**Mental health**
- Depression
- Anxiety

**Social problems**
- Lost productivity
- Family problems
- Unemployment

**Alcohol dependence**

# CONTROLLED DANGEROUS SUBSTANCES: their Uses and Effects

<table>
<thead>
<tr>
<th>DRUG NAME</th>
<th>STREET DRUG NAME</th>
<th>METHODS OF USE</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CANNABIS</strong> - is the most widely used illicit drug. Its main active chemical is delta-9 tetrahydrocannabinol or THC. It is psychologically addictive and long term use leads to Amotivational Syndrome.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marijuana</td>
<td>Weed, pot, grass, joints, bong hits</td>
<td>Smoked or Ingested</td>
</tr>
<tr>
<td>Hashish</td>
<td>Hash, hash oil</td>
<td>Smoked or Ingested</td>
</tr>
<tr>
<td><strong>DEPRESSANTS</strong> - slow down the central nervous system and all body functions. Depressants cause euphoria and calm, and they decrease inhibitions. Because they are highly addictive, withdrawal is painful.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Alcohol</td>
<td>Beer, wine, distilled spirits</td>
<td>Ingested</td>
</tr>
<tr>
<td>Benzodiazepines</td>
<td>Xanax, Valium, Halcion, BZD’s, benzos</td>
<td>Ingested</td>
</tr>
<tr>
<td>Barbiturates</td>
<td>Luminal, Seconal, Barb, downers</td>
<td>Ingested</td>
</tr>
<tr>
<td>Rohypnol</td>
<td>Roofies, forget-me-pill</td>
<td>Ingested or snorted</td>
</tr>
<tr>
<td>GHB (Gamma Hydroxybutyrate)</td>
<td>Grievous bodily harm, G, liquid X</td>
<td>Ingested</td>
</tr>
<tr>
<td><strong>STIMULANTS</strong> - speed up the brain and the body. They cause temporary excess energy, a false sense of power and erratic behavior. They are rapidly addicting.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cocaine/Crack</td>
<td>Coke, blow, crack, rock</td>
<td>Snorted, smoked or injected</td>
</tr>
<tr>
<td>Amphetamines</td>
<td>Speed, uppers, cross-tops</td>
<td>Ingested</td>
</tr>
<tr>
<td>Methamphetamine</td>
<td>Meth, crystal, speed, crank, ice</td>
<td>Snorted, smoked or injected</td>
</tr>
<tr>
<td>MDMA (Methylenedioxy Methamphetamine)</td>
<td>Ecstasy, X, XTC, the club drug, the love drug, rolls, Adam, the hug drug, lovers’ speed</td>
<td>Ingested</td>
</tr>
<tr>
<td></td>
<td>PSYCHOLOGICAL/PHYSICAL EFFECTS</td>
<td>LONG TERM EFFECTS</td>
</tr>
<tr>
<td>--------------------------</td>
<td>--------------------------------</td>
<td>-------------------</td>
</tr>
<tr>
<td><strong>CANNABIS</strong> (cont.)</td>
<td>Poor concentration</td>
<td>Psychological addiction</td>
</tr>
<tr>
<td></td>
<td>Short-term memory loss</td>
<td>Impaired memory</td>
</tr>
<tr>
<td></td>
<td>Anxiety</td>
<td>Low motivation</td>
</tr>
<tr>
<td></td>
<td>Increased appetite</td>
<td>Lung or oral cancer</td>
</tr>
<tr>
<td><strong>DEPRESSANTS</strong> (cont.)</td>
<td>Disorientation</td>
<td>Addiction</td>
</tr>
<tr>
<td></td>
<td>Poor coordination</td>
<td>Sleep disturbances</td>
</tr>
<tr>
<td></td>
<td>Slurred speech</td>
<td>Brain damage</td>
</tr>
<tr>
<td></td>
<td>Headache</td>
<td>Heart disease</td>
</tr>
<tr>
<td></td>
<td>Nausea, vomiting &amp; diarrhea</td>
<td>Liver disease</td>
</tr>
<tr>
<td></td>
<td>Unconsciousness</td>
<td>Cancers</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Death</td>
</tr>
<tr>
<td><strong>STIMULANTS</strong> (cont.)</td>
<td>Increased alertness</td>
<td>Addiction</td>
</tr>
<tr>
<td></td>
<td>False sense of power</td>
<td>Nasal damage (Cocaine)</td>
</tr>
<tr>
<td></td>
<td>Hallucinations (MDMA)</td>
<td>Tooth decay</td>
</tr>
<tr>
<td></td>
<td>Itchy skin</td>
<td>Heat stroke (MDMA)</td>
</tr>
<tr>
<td></td>
<td>Compulsive tooth grinding</td>
<td>Liver and kidney damage</td>
</tr>
<tr>
<td></td>
<td>Nausea</td>
<td>Brain damage</td>
</tr>
<tr>
<td></td>
<td>Insomnia</td>
<td>Heart failure</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
| NARCOTICS - also called opioids, are derived from opium poppy. Narcotics block pain, produce euphoria, and are highly addictive. | DRUG NAME | STREET
DRUG NAME | METHODS
OF USE |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Heroin</td>
<td>Dope, smack, stuff, horse, junk</td>
<td>Injected, snorted or smoked</td>
<td></td>
</tr>
<tr>
<td>Morphine</td>
<td>Roxanol, Duramorph, M, Miss Emma</td>
<td>Injected, ingested or smoked</td>
<td></td>
</tr>
<tr>
<td>Prescription pain relievers</td>
<td>Vicodin, codeine, Percodan, Demerol, OxyContin, oxy, oxycotton, percs, hillbilly heroin</td>
<td>Injected, ingested or snorted</td>
<td></td>
</tr>
</tbody>
</table>

| HALLUCINOGENS - or psychedelic drugs, cause users to see, hear, and sense things that do not exist. Today’s users include young teens, high school students, and “rave” dance party-goers. | DRUG NAME | STREET
DRUG NAME | METHODS
OF USE |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>LSD</td>
<td>Acid, microdot, blotter, tabs</td>
<td>Ingested</td>
<td></td>
</tr>
<tr>
<td>Ketamine</td>
<td>Special K, vitamin K, cat tranquilizers</td>
<td>Ingested, snorted or injected</td>
<td></td>
</tr>
<tr>
<td>Mescaline/Peyote</td>
<td>Buttons</td>
<td>Ingested</td>
<td></td>
</tr>
<tr>
<td>PCP (Phencyclidine)</td>
<td>PCP, angel dust, super weed, killer weed</td>
<td>Ingested, smoked or injected</td>
<td></td>
</tr>
<tr>
<td>Psilocybin/Psilocyn Mushrooms</td>
<td>Mushrooms, shrooms</td>
<td>Ingested</td>
<td></td>
</tr>
</tbody>
</table>

| INHALANTS - include hundreds of ordinary household products and medical gases. Abusers concentrate their fumes and inhale them to feel intoxicated. Abusers tend to believe that the products are safe. They cause major organ and tissue damage. | DRUG NAME | STREET
DRUG NAME | METHODS
OF USE |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Adhesives, solvents, aerosol sprays, medical gases</td>
<td>Poppers, snappers, huffing, glue, laughing gas, rush</td>
<td>Sniffing or inhaling</td>
<td></td>
</tr>
</tbody>
</table>

| ANABOLIC STEROIDS - are related to male hormone testosterone, enhance muscle repair, endurance and strength | DRUG NAME | STREET
DRUG NAME | METHODS
OF USE |
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Anadrol, Depo-Testosterone, Equipoise, and many others</td>
<td>Roids, juice, sauce, slop, gym candy, stacking</td>
<td>Injected, ingested or applied to the skin</td>
<td></td>
</tr>
<tr>
<td>.COMBINED EFFECTS</td>
<td>PSYCHOLOGICAL/PHYSICAL EFFECTS</td>
<td>LONG TERM EFFECTS</td>
<td>OVERDOSE</td>
</tr>
<tr>
<td>------------------</td>
<td>--------------------------------</td>
<td>-------------------</td>
<td>----------</td>
</tr>
<tr>
<td>NARCOTICS (cont.)</td>
<td>Confusion</td>
<td>Addiction</td>
<td>Loss of concentration</td>
</tr>
<tr>
<td></td>
<td>Drowsiness</td>
<td>Insomnia</td>
<td>Tremors</td>
</tr>
<tr>
<td></td>
<td>Blocked pain messages</td>
<td>Arthritis</td>
<td>Slow, shallow breathing</td>
</tr>
<tr>
<td></td>
<td>Slowed breathing and heart rates</td>
<td>Increased risk of HIV/AIDS and hepatitis</td>
<td>Clamy skin</td>
</tr>
<tr>
<td></td>
<td>Nausea and vomiting</td>
<td></td>
<td>Convulsions</td>
</tr>
<tr>
<td></td>
<td>Itching</td>
<td></td>
<td>Coma</td>
</tr>
<tr>
<td></td>
<td>Constipation</td>
<td></td>
<td>Death</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HALLUCINOGENS (cont.)</td>
<td>Sensing imaginary things</td>
<td>Depression</td>
<td>Depression</td>
</tr>
<tr>
<td></td>
<td>Anxiety</td>
<td>Memory loss (PCP)</td>
<td>Irrational behavior</td>
</tr>
<tr>
<td></td>
<td>Nausea</td>
<td>Speech difficulties (PCP)</td>
<td>Violence</td>
</tr>
<tr>
<td></td>
<td>Sense of indestructibility (PCP)</td>
<td>Flashbacks</td>
<td>Psychosis</td>
</tr>
<tr>
<td></td>
<td>Chills and sweating</td>
<td>Violence</td>
<td>Delirium</td>
</tr>
<tr>
<td></td>
<td>Trembling</td>
<td>Psychosis</td>
<td>Amnesia</td>
</tr>
<tr>
<td></td>
<td>Elevated body temperatures</td>
<td>Amnesia</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>INHALANTS (cont.)</td>
<td>Headaches</td>
<td>Damaged senses</td>
<td>Death by asphyxiation/suffocations</td>
</tr>
<tr>
<td></td>
<td>Nausea and vomiting</td>
<td>Muscle weakness</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Red or blistered nose and mouth</td>
<td>Nerve damage</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Limb spasms</td>
<td>Blood disease</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Lost control of bladder and bowels</td>
<td>Damage to brain, liver and kidneys</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Death by sudden heart failure</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>ANABOLIC STEROIDS (cont.)</td>
<td>Poor concentration</td>
<td>Aggression</td>
<td>Swelling</td>
</tr>
<tr>
<td></td>
<td>Aggression</td>
<td>Poor blood clotting</td>
<td>Elevated blood pressure</td>
</tr>
<tr>
<td></td>
<td>Acne and rashes</td>
<td>Heart attacks</td>
<td>Convulsions</td>
</tr>
<tr>
<td></td>
<td>Headaches</td>
<td>Liver and kidney cancer</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Nausea, vomiting and diarrhea</td>
<td>Stunted growth</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Bone pain/muscle cramps</td>
<td>Deformed genitals</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
HEROIN & OPIOID PREVENTION AWARENESS POLICY

Background and Purpose
Pursuant the epidemic of heroin and opioid-related deaths in the state, the Maryland General Assembly passed legislation which was signed into law by the Governor who had declared a state of emergency; the law requires all Maryland institutions of higher education receiving state funding to adopt and implement policy to provide heroin and opioid addiction and prevention awareness training to incoming students and to provide training and materials for use in emergency overdose situations.

Policy
I. Scope of the Policy - This policy applies to all incoming students, specific college officials, and campus locations. Off campus teaching sites are exempt.

II. Student Training - Allegany College of Maryland will provide in-person heroin and opioid addiction and prevention awareness training to all incoming, full time students. Where in-person training is impracticable, the College will provide electronic heroin and opioid addiction and prevention awareness training. Participation in the training by incoming, full time students is required.

Allegany College of Maryland will provide alert and education resources to all incoming, part time students regarding heroin and opioid addiction and prevention.

III. Employee Training and Emergency Response - Allegany College of Maryland will obtain and store Naloxone or other overdose-reversing medication to be used in an overdose emergency situation.

Allegany College of Maryland will provide training for campus police or other designated personnel on how to recognize the symptoms of an opioid overdose.

Allegany College of Maryland will adopt procedures for the administration of Naloxone or other overdose-reversing medications.

Allegany College of Maryland will adopt proper follow-up emergency procedures.

Except for any willful or grossly negligent act, campus police or other designated personnel who have been trained and who respond in good faith to the overdose emergency of a student may not be held personally liable for any act or omission in the course of responding to the emergency.

Allegany College of Maryland will annually report to the Maryland Higher Education Commission each incident that required the use of naloxone or other overdose-reversing medication.

IV. Changes - Substantive changes to this policy require approval by the Board of Trustees; editorial changes, title/position changes, and/or changes to its implementation procedures may be made as required by federal or state mandate and/or institutional need with timely notice to students and employees.
Intervention & Referral

Cumberland Campus
As noted in the policy sections above, the College encourages and supports treatment for alcohol and drug abuse. Early intervention and referral services will be provided to employees by the Employee Assistant Program (EAP) and to students by the Student Counseling Program which provide free short-term counseling. (Off-site counseling and on-site counselor contracts are renewed annually as permitted by budgets.) In addition to sharing informational brochures provided by local treatment resources, the College also maintains a list of medical and mental health providers for referrals. This information is available to students and employees. Professional development opportunities for staff and faculty may be offered so that employees and students with substance abuse problems can be identified and helped. See the Prevention Program information elsewhere in this booklet for details.

Intervention
When any person has concerns that a student is impaired on campus or abusing substances, the College will take appropriate action for the health and safety of the suspected individual as well as the campus community. If there is reason to believe a student has a substance abuse problem or may need help with alcohol/drugs, outreach will occur. An appropriate College Official will contact the student for a conversation about the situation. Where indicated, the student will be referred for education, qualified assessment, and/or treatment. This conversation and any subsequent follow-up shall be conducted privately and respectfully. If there is reason to believe a student is impaired while on campus, immediate action is required. An appropriate College Official will contact the student and conduct an assessment of impairment. If it is determined that the student is impaired, the student must leave campus. The College Official will assist the student in contacting a third party to provide transportation to the student’s home. This encounter and any subsequent follow-up shall be conducted privately and respectfully.

Community Resources

Allegany College of Maryland is committed to supporting students when life sometimes gets in the way. At times students may find that additional assistance or support with food, housing, medical treatment, mental health services, etc. is needed. In an effort to see that students’ needs are met, ACM can guide those in need in the right direction by providing resources that are available within our community that may be beneficial.

Our local community also cares deeply about addiction treatment; as a community college, ACM supports and partners with these endeavors.

Addiction Services:
ADAC (Alternative Drug & Alcohol Counseling) – 301-729-0340
“ADAC has developed a drug and alcohol program which provides quality and supportive service to those individuals, families and significant others who are in need of understanding their substance abuse or those of others.” Individual, group, couples, and family counseling is available.
• Allegany County Health Department (ACHD)
  Outpatient Addiction Services: 301-759-5050
  ACHD provides Individual, group, and family therapy, continuing care after traditional treatment ends, peer support, walk-in services, and more!

• Inpatient Addiction Services: Joseph S. Massie Unit: 301-777-2285
  Massie Unit is a 45-bed inpatient treatment facility for adults experiencing the devastating effects of drugs and alcohol. The unit is located at the Finan Center, Country Club Road, Cumberland, Maryland.

• Allegany Halfway House – 301-777-2497
  Allegany House is a 14 bed (8 male and 6 female) halfway house for adults recovering from drugs and alcohol who are in need of a structured, supportive living environment that encourages positive growth toward maintaining sobriety and achieving self-sufficiency.

• Chapman & Associates – 240-362-7240

• Cumberland Treatment Center – 301-687-0940
  Cumberland Treatment Center provides therapeutic interventions, safe medications, and individual & group therapy for those struggling with an opioid addiction.

• Prescribe Change: 301-759-5050
  Prescription and medication drop boxes are located throughout Allegany County to allow for easy and safe disposal of medications.

• UPMC Western Maryland Behavioral Health – 240-964-8585
  UPMC-WM provides both inpatient and outpatient therapeutic services and medication assisted treatment.

• Western Maryland Recovery Services – 301-724-1144
  Western Maryland Recovery Services provides Outpatient Drug Rehab to those struggling with an opioid addiction.

Hotlines:
  Al-Anon: 800-356-9996
  Drug Helpline: 1-844-289-0879
  Recovery Centers of America: 844-880-9367
  SAMHSA (Substance Abuse and Mental Health Services Administration) – 1-800-622-HELP (4357)
  Suicide Prevention Helpline: 1-800-273-8255
  UPMC Crisis Hotline: 240-964-1399
  Western Maryland Intergroup of Alcoholics Anonymous – 301-722-6110

ACM’s Student Support Coordinator participates in both the Frostburg Coalition and Allegany County’s Drug & Alcohol Abuse Council, both of which are dedicated to addressing the importance of reducing and preventing (underage) alcohol and substance abuse through prevention programs, media campaigns, presentations, and trainings, within our local community.
Counseling Program

Allegany College of Maryland offers comprehensive counseling services for its students and employees – free of charge.

Personal Counseling:
Allegany College of Maryland contracts with UPMC-WESTERN MARYLAND (Cumberland) to provide counseling to individual students. Any eligible student is entitled to receive counseling for any mental health issues with which s/he needs assistance. Employees are also eligible to receive counseling. Counselors are also available for urgent and crisis situations. Couples and family counseling are also available. All services provided by UPMC-WM are completely confidential and provided by qualified, licensed mental health professionals. To learn more, email rgibson@allegany.edu or call 301-784-5206.

Students attending the Allegany College of Maryland Bedford County Campus are eligible to receive professional counseling services through the Student Crisis Intervention Program provided by Bedford-Somerset Developmental and Behavioral Health Services. The student is entitled to receive up to five counseling sessions, paid for by the College, during the school year beginning July 1 and ending June 30. The student should contact the Bedford County Campus Student Services office at 814-652-9528, extension 6200.

Campus Counselor On-Site Support:
The office of Student & Legal Affairs’ Student Support Coordinator & Operations Specialist provides the following services on campus: conduct an intake/screening for students in crisis, with a mental health need, or experiencing a personal problem/concern to determine the student’s need(s); provide immediate mental health support; provide appropriate information about mental health, college services, community services, and otherwise assist with urgent problem-solving; encourage students to obtain personal counseling from a qualified mental health provider if such follow-up is therapeutically indicated; provide education/outreach to students, faculty, and staff; confer with faculty and staff about students who may need mental health support and about student mental health generally; coordinate Ix3 Team referrals and meetings as needed/requested; provide Clery-mandated statistics and end of year report annually; assist with management of the Student Counseling Program including distributing information, tracking usage of online screening tools, and aiding off-site counseling partner(s). Students who need personal counseling will be referred to our contracted provider, UPMC-Western Maryland, or to a mental health provider of their choosing.

Family Crisis Resource Center:
Allegany College of Maryland has partnered with the Family Crisis Resource Center (Cumberland) to provide easily accessible domestic violence and sexual assault support services to students. FCRC is a non-profit, nongovernmental sexual assault and domestic violence victim services organization. FCRC is available by appointment and in emergencies to help any student [or employee]. All FCRC services are free. FCRC can be reached by calling (301) 759-9244.
Mental Health First Aid
Mental Health First Aid Training is a nationally recognized program that teaches the basic knowledge and skills of understanding and responding to students in distress or in a crisis. College employees who have completed the training receive a Koala sticker to place on their desk or office door so they can easily be identified. Students who find themselves in a Mental Health crisis are encouraged to look for the Koala!

Screening for Mental Health
Allegany College of Maryland has registered with Mindwise to offer online screening programs for depression, generalized anxiety disorder, PTSD, bipolar disorder, alcohol/drug use disorders, and eating disorders. These free personal assessments can be completed by any student from any internet connection; if the results indicate treatment or services may be needed, the student will be given appropriate referral information. To take your free online screening today, visit https://www.allegany.edu/student-and-legal-affairs (student counseling tab >> click “Anonymous online screening”).

Outreach & Special Programs
ACM’s Student Support Coordinator works with various campus and community partners to organize programs and events to raise awareness and educate students throughout the year. Students are strongly encouraged to monitor their student email, ACM social media, campus message boards, and other communication platforms for information and scheduling. Students are welcome to make suggestions about programs or campus activities.

Mandatory Heroin & Opioid Training:
All new students are required to complete an educational module about heroin and opioids. It is a simple module found on Brightspace as part of the new student orientation framework. You must self-enroll and complete the module. Please monitor your student email for additional details.

Emergencies:
Any person who witnesses a medical or mental health emergency requiring immediate intervention should CALL 911 AND THEN CALL CAMPUS SECURITY @ x5555. Health and safety are too important to hesitate, and you do not need permission to call 911. (NOTE: ACM does not provide transportation and/or hospitalization costs.)

Maryland Crisis Connect: 1-800-422-0009 / 1-866-411-6803
Or you can Dial 211 (select option 1) for crisis help or resource info
National Suicide Prevention Lifeline: 1-800-273-TALK (8255)
Crisis Text Line: Text “HOME” to 741741 (Free/confidential)
Doctors on Demand https://www.doctorondemand.com/
National Domestic Violence Hotline 1-800-799-7233
RAINN (Rape, Abuse, and Incest Natl. Network) 1-800-656-4673
ALCOHOL AND DRUG POLICY

At publication this policy was pending final approval. Final Policies will be sent to students if the content is changed.

Background and Purpose
Allegany College of Maryland supports the efforts of the State of Maryland and the United States to provide workplaces and learning centers free of illicit drug use and free of unlawful alcohol use. The College supports and complies with the Federal Drug-Free Workplace Act of 1988, the Federal Drug-Free Schools and Communities Act Amendments of 1989, and drug and alcohol abuse policies of the Maryland Higher Education Commission.

It is the College’s intention to provide and maintain a work environment for employees and students that is drug-free, healthful, safe, and secure. When any person is on College property and/or participating in a College-sponsored or College-sanctioned activity, the person is expected to be free of any illegal drugs/alcohol and capable of fulfilling their responsibilities unimpaired by any substance. Although the College recognizes drug/alcohol dependency as an illness and a major health problem affecting society, it also recognizes drug use and activity as a potential health, safety, and security problem. Students and employees requiring assistance in dealing with drug or alcohol abuse or dependency are encouraged to seek treatment.

Policy
I. Scope of the Policy
   - This policy applies to all students, faculty, staff, third party vendors, contracted personnel, and campus visitors. This policy applies on all campuses, instructional sites, and any property owned or managed by Allegany College of Maryland including – but not limited to – buildings, parking lots, access roads, vehicles, and fields/lawns. The words “on campus” encompass all such properties. This policy also applies to privately owned vehicles operated, idling, or parked on campus. This policy applies to any College-sponsored or College-sanctioned activity or event.

II. Prohibited Acts
   - Allegany College of Maryland prohibits the unlawful possession, use, and distribution of illicit drugs and/or alcohol.
   - Alcohol is not permitted on campus unless approved in advance by the College President as indicated in Section III below.
   - Drug paraphernalia is not permitted on campus unless approved in advance by the College President as indicated in Section III below.
   - No person is permitted on campus impaired by the use of drugs and/or alcohol.
   - No person is permitted to participate in a College-sponsored or College-sanctioned activity or event impaired by the use of drugs and/or alcohol.
   - No person is permitted to operate a vehicle or machinery on campus or as part of a College-sponsored or College-sanctioned activity impaired by the use of drugs and/or alcohol.

III. Permitted Acts
   - This policy may not be construed to prohibit any person from possessing or using prescription medication or other lawful substances as directed by a qualified health care provider if the person is not impaired and subject to the provisions in Section IV below.
   - With approval by the College President, substances otherwise prohibited by this policy may be brought onto campus for bona fide educational, institutional, medically necessary purposes.
IV. Prescription Medications and Other Medical Products, Substances - Any person who has a medication, medical product, or substance authorized by a qualified health care provider is permitted to possess and/or use the medication while on campus and/or while participating in a College-sponsored or College-sanctioned activity or event under the following conditions:

- The medication, product, or substance is prescribed or issued to the person possessing/using it.
- The medication, product, or substance is being taken as prescribed or directed.
- The medication, product, or substance is in its original prescription bottle/container or the person can promptly produce the bottle/container.
- The person is not impaired.

Regardless of state laws/regulations, any person who has a medical marijuana card is not permitted to smoke marijuana on campus, on any property owned/managed by the College, or in any College-sponsored or College-sanctioned activity or event pursuant to the College’s Tobacco-Smoking Policy.

V. Other Provisions - Nothing in this policy shall be construed to prevent a student or employee from using College services including counseling program(s) and/or employee benefits to seek treatment. The College encourages any person who is abusing or addicted to drugs and/or alcohol to seek treatment.

Certain student financial aid awards may only be made if the student is willing to certify or pledge that s/he will not engage in unlawful activities with regard to drugs and alcohol.

The Family Educational Rights Privacy Act permits the parental notification of students who are found responsible for a drug or alcohol violation under the Code of Student Conduct.

Students, faculty, and staff who engage in lawful alcohol activity off-campus are urged to use good judgement and to avoid any activity that would endanger themselves or others or that would violate local, state, or federal law. The Code of Student Conduct applies off campus.

Nothing in this policy shall be construed to create a duty of care for the College to prevent any person from violating this policy or otherwise possessing or using drugs and/or alcohol.

Application of this policy may directly or indirectly require the application of other institutional policies; nothing in this policy shall be construed to prohibit the application of related policies which include, but are not limited to the policies listed here. If the application of this policy conflicts with the application of another institutional policy, the College will make a good faith effort to comply with all mandates; however, the Code of Student Conduct shall take precedence unless otherwise required by law. Related policies: Heroin and Opioid Prevention Awareness Policy, Tobacco/Smoking Policy, Sexual Misconduct and Sex Discrimination Policy (Title IX), Safety Risk Policy, HR policies, Personal Electronic Account Privacy Protection Policy, FERPA Policy, and First Amendment Policy.

VI. Enforcement - All students, faculty, and staff share in the responsibility for adhering to and enforcing this policy. Any person with information about drug or alcohol use that violates this policy by any person should report it promptly to Campus Safety/Special Police, the Dean of Student & Legal Affairs, or other appropriate College Official. Reports should be made immediately or as soon after an incident as possible. Reports may be made anonymously. The College will assist any person needing assistance to make a report or complaint.
A person engaging in act(s) prohibited by this policy will be promptly directed to cease and desist; a person who is impaired will be safely removed from the campus or activity. The person may then be referred for an assessment, treatment, and/or enforcement as described below.

Criminal act(s) may be reported to law enforcement for criminal investigation/prosecution, and the College has discretion to pursue a criminal charge(s) via local court. Nothing in this policy shall be applied or interpreted to restrict or interfere with any police investigation, criminal prosecution, or civil legal action initiated by law enforcement or third parties.

In addition to criminal and court processes, the policy is enforced internally.

- Enforcement for students enrolled in a course(s) offering college credit is via the Code of Student Conduct; if found responsible for violating this policy, sanctions will be imposed, and possible sanctions range from censure to probation to suspension to dismissal.
- Enforcement for faculty and/or staff is via the College HR Manual including sanctions/penalties described therein.
- Enforcement for students enrolled in non-credit, non-blended course(s) is via the Safety Risk Policy. They may be asked to leave College property, removed from the class(es), and may not be permitted to return or reenroll in future classes. Individuals can be banned from campus. In some cases (depending on course structure and enrollment status), enforcement for non-credit students may be via the Code of Student Conduct.
- Enforcement for third party vendors, contracted personnel, and campus visitors is via the Safety Risk Policy. They may be asked to leave College property and may not be permitted to return. Individuals can be banned from campus. Enforcement for individuals who fit more than one category may be via any/all applicable processes.
- Enforcement for residents of Willowbrook Woods is via the Code of Student Conduct, Housing Guide, contraband list, and fee/fine schedule.

VII. Prevention Program - Allegany College of Maryland shall have a program to prevent the unlawful possession, use, or distribution of illicit drugs and alcohol by students and employees. The program shall include the following components:

- Publication of the “Alcohol & Drug Abuse Resource Manual for Students, Faculty, and Staff”
- The Resource Manual shall contain
  - Information about the health risks associated with alcohol and drug use;
  - Information about prevention, resources, and treatment;
  - College information, standards, and consequences related to alcohol/drug use; and
  - Sanctions/penalties for violating policy or federal, state, and local law/regulations;
- Annual notification of where students, faculty, and staff can obtain this information
- Biennial review of the program’s effectiveness; and
- Biennial review of consistent enforcement of sanctions.
- Heroin & Opioid Prevention Awareness Policy and related Procedures

VIII. Procedures - Allegany College of Maryland shall adopt necessary procedures to implement this policy.

IX. Changes - Substantive changes to this policy require approval by the Board of Trustees; editorial changes, title/position changes, and/or changes to its implementation procedures may be made as required by federal or state mandate and/or institutional need with timely notice to students and employees.
Criminal/Legal Consequences

<table>
<thead>
<tr>
<th>TYPE OF DRUG</th>
<th>MAXIMUM PENALTIES FOR POSSESSION</th>
<th>MAXIMUM PENALTIES FOR DISTRIBUTION, MANUFACTURE AND POSSESSION IN SUFFICIENT QUANTITY TO INDICATE AN INTENT TO DISTRIBUTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marijuana, Hashish, Marijuana Derivatives Paraphernalia</td>
<td>See detailed information in separate section below.</td>
<td>See detailed information in separate section below.</td>
</tr>
<tr>
<td>Cocaine</td>
<td>4 years and/or $25,000 misdemeanor</td>
<td>20 years and/or $25,000 felony</td>
</tr>
<tr>
<td>Heroin</td>
<td>4 years and/or $25,000 misdemeanor</td>
<td>20 years and/or $25,000 felony</td>
</tr>
<tr>
<td>Phencyclidine (PCP)</td>
<td>4 years and/or $25,000 misdemeanor</td>
<td>20 years and/or $25,000 felony</td>
</tr>
<tr>
<td>Any substance classified in Schedule I or II which is a narcotic</td>
<td>4 years and/or $25,000 misdemeanor</td>
<td>20 years and/or $25,000 felony</td>
</tr>
<tr>
<td>Any other controlled dangerous substance classified in Schedule I, II, III, IV, or V</td>
<td>4 years and/or $25,000 misdemeanor</td>
<td>5 years and/or $15,000 felony</td>
</tr>
</tbody>
</table>

Marijuana Mandatory Minimums
Maryland has mandatory minimum sentences for:

1. Repeat offenders who have been convicted of possession to distribute on 2 or more occasions (2 years).
2. Repeat offenders who have previously been convicted of possession with intent to distribute within 1,000 ft. of a school on 2 or more occasions (5 years).
3. Any offender convicted of possessing 50 pounds or more of marijuana, including any acts of possession within the last 90 days (5 years).
4. Any offender convicted of being a “drug kingpin” who dealt in more than 50 pounds of marijuana (20 years).
5. Any offender who is in possession of a firearm at the time they are arrested for trafficking marijuana into MD (10 years)
**Marijuana, Hashish, Marijuana Derivatives, and Paraphernalia**

### Possession

<table>
<thead>
<tr>
<th>Personal Use</th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 10g</td>
<td>Civil Offense</td>
<td>None</td>
<td>$100</td>
</tr>
<tr>
<td>10g - less than 50 lbs</td>
<td>Misdemeanor</td>
<td>1 year</td>
<td>$1,000</td>
</tr>
<tr>
<td>50 lbs or more</td>
<td>Felony</td>
<td>5 years*</td>
<td>$100,000</td>
</tr>
</tbody>
</table>

*Offenses involving the use of marijuana in public carries a civil fine of up to $500.

In a school vehicle, or in, on, or within 1000 feet of an elementary or secondary school

With intent to distribute

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Less than 50 lbs</td>
<td>Felony</td>
<td>5 years</td>
<td>$15,000</td>
</tr>
<tr>
<td>50 lbs or more</td>
<td>Felony</td>
<td>5 years*</td>
<td>$15,000</td>
</tr>
<tr>
<td>More than 50 lbs (drug kingpin)</td>
<td>Felony</td>
<td>20* - 40 years</td>
<td>$1,000,000</td>
</tr>
<tr>
<td>In a school vehicle, or in, on, or within 1000 feet of an elementary or secondary school</td>
<td>Felony</td>
<td>20 years</td>
<td>$20,000</td>
</tr>
<tr>
<td>Subsequent violation</td>
<td>Felony</td>
<td>5* - 40 years</td>
<td>$40,000</td>
</tr>
<tr>
<td>Involving a minor</td>
<td>Felony</td>
<td>20 years</td>
<td>$20,000</td>
</tr>
</tbody>
</table>

* *Mandatory minimum sentences. See below for details.

**Trafficking**

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>More than 5 - less than 45 kg</td>
<td>Felony</td>
<td>10 years</td>
<td>$10,000</td>
</tr>
<tr>
<td>45 kg or more</td>
<td>Felony</td>
<td>25 years</td>
<td>$50,000</td>
</tr>
<tr>
<td>In possession of a firearm while trafficking</td>
<td>Felony</td>
<td>5* - 20 years</td>
<td>N/A</td>
</tr>
</tbody>
</table>

Hash & Concentrates

Penalties for hashish are the same as for marijuana. Please see the marijuana penalties section for further details.

### Paraphernalia - includes all equipment and materials used in the use, manufacture, or distribution

<p>| | | | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Sale/Advertising distribution of drug paraphernalia</td>
<td>Misdemeanor</td>
<td>None</td>
<td>$500</td>
</tr>
<tr>
<td>Possession</td>
<td>Civil Offense</td>
<td>None</td>
<td>$0</td>
</tr>
<tr>
<td>Subsequent violation</td>
<td>Misdemeanor</td>
<td>2 years</td>
<td>$2,000</td>
</tr>
<tr>
<td>Selling to a minor who is at least 3 years younger</td>
<td>Misdemeanor</td>
<td>8 years</td>
<td>$15,000</td>
</tr>
<tr>
<td>Possession/Sale controlled paraphernalia</td>
<td>Misdemeanor</td>
<td>1 year</td>
<td>$1,000</td>
</tr>
</tbody>
</table>

Paraphernalia includes all equipment & materials used in the use, manufacture, or distribution of marijuana.

Graphic adopted from http://norml.org/laws/item/maryland-penalties-2 solely for its read-ability; use of this graphic shall not be construed as an endorsement of the views or positions adopted by the organization.
Additional Alcohol and Drug Offenses

Motor Vehicle Offenses
- DWI- Driving While Impaired
  - 1st Offense- $1,000 fine and/or 1 year in prison
  - 2nd Offense- $2,000 fine and/or 2 years in prison
  - 3rd Offense- $3,000 fine and/or 3 years in prison
- DUI- Driving Under the Influence
  - 1st Offense - $500 fine and/or 2 month in prison
  - 2nd Offense - $500 fine and/or 1 year in prison
- DWI/D & A- Driving While Intoxicated with Drugs and/or Drugs and Alcohol
  - $1,000 fine and/or 1 year in prison
- DUI/CDS- Driving Under the Influence of Controlled Dangerous Substance
  - $500 fine and/or 2 months in prison

Possession of Alcoholic Beverages by Persons Under the Age of 21
- 1st Offense- a fine up to $500
- Repeat Offense- a fine up to $1,000

This is a civil citation not a criminal offense.

MARYLAND DRIVER’S LICENSE: Consequences for Alcohol/Drugs

In addition to the criminal sanctions for motor vehicle offenses, the MVA can take the following administrative actions:

POINTS:
- DWI- 12 points- possible suspension or revocation by MVA for up to 6 months
- DUI- 8 points- possible suspension
- DUI Drug/Alcohol – 8 points
- DUI CDS- 12 points

Restricted License Under Age 21
MVA shall impose on anyone under the age of 21 alcoholic restrictions on 0.02 or more as determined by an analysis by the person’s blood or breath. Under age of 21, if the alcohol content is 0.02 or above in the system, the license could be suspended or revoked.
CODE OF STUDENT CONDUCT

Policy summary:
Students enrolling at the College assume an obligation to conduct themselves in a manner compatible with the College’s function as an educational institution and community partner. Conduct shall be consistent with the College’s Core Values: Respect, Integrity, Opportunity, Wellness, and Quality. Each student is presumed to have fundamental knowledge of proper conduct, and each student shall be presumed to have read the Code of Student Conduct; ignorance of its provisions shall not be a defense to violating them. The actions/behaviors prohibited the Code of Student Conduct are not exhaustive, since every possible action/behavior cannot be foreseen by College officials, and the College reserves the right to supplement the standards of conduct at any time with notice to the students.

Key Principles:

1. The Code of Student Conduct applies to all students upon enrollment to a credit course.

2. Students are required to follow the Code of Student Conduct and College policies as well as all federal, state, and local laws. The Code of Student Conduct prohibits offenses against persons, property, health/safety, peace/order, hate-bias, housing regulations, and laws.

3. Acts of misconduct should be reported. Acts of misconduct that are also crimes should be reported to law enforcement. ACM’s Campus Safety/Special Police is available to take reports from any person.

4. Upon receiving a report of alleged misconduct, the Dean of Student & Legal Affairs will determine if disciplinary action shall be initiated. A Hearing Officer shall be assigned. If the accused student presents a danger to any person or the campus, the student may be suspended pending resolution of the case.

5. Students are entitled to written notice of the allegation(s), the Conduct violation(s) they are alleged to have committed, a hearing to tell their side of the story, and written notice of the findings. Findings include whether the student has been found responsible for any violation(s) and, if so, what the consequence (or sanction) will be. No student shall be presumed responsible unless/until proven responsible; the standard of proof is preponderance of the evidence. If responsible, the student will be sanctioned appropriately. Possible sanctions include Censure, Probation, Suspension, Dismissal, Expulsion (Willowbrook Woods residents only).

6. Appeals are limited and are reviewed by an Appeal Officer who shall be the Hearing Officer’s immediate supervisor.

7. Notices are provided via student email; students are responsible for monitoring their email and following directions.

8. The Code of Student Conduct is an administrative process; proceedings non-legal in nature and are, therefore, not subject to the same rules, procedures, and standards of proof as legal proceedings.
What you need to do:
Do not commit any acts of misconduct. Period. If you are unsure what is permitted and what is
not permitted, review the entire Code of Student Conduct (See below.) ACM is an educational
institution that is learner centered, so we urge you to learn. Report any acts misconduct. (See
below). Participate in any disciplinary matter for which you receive a notice (as victim, accused, or
witness). Tell the truth. Do not retaliate against any person who reports and/or cooperates with an
investigation.

Institutional Obligations:
Upon receiving a report of an alleged violation, the College will provide a prompt, equitable, reliable,
and impartial investigation. The College will ~

- Take immediate and appropriate action to stop the behavior; to prevent a recurrence, and to
  remedy the effects of any misconduct that has occurred.
- Treat all persons with respect, dignity, and fairness.
- Follow all appropriate procedures as detailed in the Code of Student Conduct
- Encourage and support a report to local law enforcement for any criminal act; cooperate with
  any criminal investigation/prosecution.

Questions / Contact
The complete Code of Student Conduct may be found at www.allegany.edu/title-IX . If you have
any questions or concerns or if you need to make a complaint, contact ACM’s Dean of Student &
Legal Affairs, Dr. Renee Conner in CC-152, by email at rconner@allegany.edu , or by phone at
(301) 784-5206. In an emergency, call 911. Misconduct/Crimes may be reported to Campus Safety/
Special Police at (301) 784-5555 or 5252. 
FINANCIAL AID IMPLICATIONS
of Students Convicted of Possession or Sale of Illegal Drugs

A federal or state drug conviction (but not a local or municipal conviction) can disqualify a student for financial aid funds. The student self-certifies in applying for aid that he is eligible; you’re not required to confirm this unless you have conflicting information.

Convictions only count against a student for aid eligibility purposes (FAFSA question 23c) if they were for an offense that occurred during a period of enrollment for which the student was receiving federal student aid—they do not count if the offense was not during such a period, unless the student was denied federal benefits for drug trafficking by a federal or state judge (see drug abuse hold sidebar). Also, a conviction that was reversed, set aside, or removed from the student’s record does not count, nor does one received when she was a juvenile, unless she was tried as an adult.

The chart below illustrates the period of ineligibility for FSA funds, depending on whether the conviction was for sale or possession and whether the student had previous offenses. (A conviction for sale of drugs includes convictions for conspiring to sell drugs.)

<table>
<thead>
<tr>
<th>POSSESSION ILLEGAL DRUGS</th>
<th>SALE - ILLEGAL DRUGS</th>
</tr>
</thead>
<tbody>
<tr>
<td>1st offense</td>
<td>1 year from date of conviction</td>
</tr>
<tr>
<td>2nd offense</td>
<td>2 years from date of conviction</td>
</tr>
<tr>
<td>3+ offenses</td>
<td>Indefinite Period</td>
</tr>
<tr>
<td></td>
<td>2 years from date of conviction</td>
</tr>
<tr>
<td></td>
<td>Indefinite period</td>
</tr>
</tbody>
</table>

If the student was convicted of both possessing and selling illegal drugs, and the periods of ineligibility are different, the student will be ineligible for the longer period. Schools must provide each student who becomes ineligible for FSA funds due to a drug conviction a clear and conspicuous written notice of his loss of eligibility and the methods whereby he can become eligible again.

A student regains eligibility the day after the period of ineligibility ends (i.e. for a 1st or 2nd offense); or when he or she successfully completes a qualified drug rehabilitation program that includes passing two unannounced drug tests given by such a program. Further drug convictions will make him ineligible again.

Students denied eligibility for an indefinite period can regain eligibility after completing any of the following 3 options:

1) Having the conviction reversed, set aside, or removed from the student’s record so that fewer than two convictions for sale or three convictions for possession remain on the record;
2) Successfully completing an approved rehabilitation program (as described below, which includes passing two unannounced drug tests from such a program); or

3) Completing two unannounced drug tests which are part of an approved rehab program (the student does not need to complete the rest of the program).

In such cases, the nature and dates of the remaining convictions will determine when the student regains eligibility. It is the student’s responsibility to certify to you that she has successfully completed the rehabilitation program; as with the conviction question on the FAFSA, you are not required to confirm the reported information unless you have conflicting information.

When a student regains eligibility during the award year, you may award Pell Grant, TEACH, and Campus-Based aid for the current payment period and Direct Loans for the period of enrollment.

Standards for a Qualified Drug Rehabilitation Program
A qualified drug rehabilitation program must include at least two unannounced drug tests and satisfy at least one of the following requirements:

- Be qualified to receive funds directly or indirectly from a federal, state, or local government program.
- Be qualified to receive payment directly or indirectly from a federally or state-licensed insurance company.
- Be administered or recognized by a federal, state, or local government agency or court.
- Be administered or recognized by a federally or state-licensed hospital, health clinic, or medical doctor.

If you are counseling a student who will need to enter such a program, be sure to advise the student of these requirements. If a student certifies that he has successfully completed a drug rehabilitation program, but you have reason to believe that the program does not meet the requirements, you must find out if it does before paying the student any FSA funds.
Related Information

Biennial Review
Allegany College of Maryland will conduct a biennial review of its prevention program. Key components of this review shall include statistics (ie., alcohol & drug-related violations as reported in the annual crime and fire safety report), disciplinary sanctions, treatment referrals, online screening assessments, summary of any survey results. The goals of this biennial review are to assess effectiveness and to identify changes that would improve the program.

Non-Discrimination Statement:
Allegany College of Maryland does not discriminate on the basis of age, ancestry/national origin, color, disability, gender identity/expression, marital status, race, religion, sex, or sexual orientation in matters affecting employment or in providing access to programs and activities and provides equal access to the Boy Scouts and other designated youth groups.

For inquiries related to this policy, please contact:

Dr. Renee Conner, Dean of Student and Legal Affairs
Title IX Coordinator | ADA/504 Coordinator
12401 Willowbrook Road | Cumberland, MD 21502
College Center 152
301-784-5026 | rconner@allegany.edu
www.allegany.edu/title-ix
www.allegany.edu/ADA-504

Allegany College of Maryland is required to inform prospective and current students of important College policies including Non-Discrimination, Title IX, Child Abuse Mandated Reports, Clery Act, Heroin & Opioid, Drug and Alcohol Use, Academic Disabilities, FERPA, Accreditation, and Medical Disclosure Procedures. For full details on these key policies, please visit the Allegany College of Maryland website at allegany.edu/policy-mandates.