



October 19, 2023

Re: Addendum 1.5 – Program Catalog & Student Reference Guide

Section: Class Guidelines and Expectations

Sub-section: Demerit System

New Section:

### Demerit System

The demerit system is utilized for minor disciplinary action; however, this does not exclude instructors or staff from imposing major disciplinary action or dismissal when appropriate. Any student who receives a total of 10 demerits during the Firefighter I&II or EMT-Basic program shall be dismissed. EMT-Paramedic students who receive a total of 10 demerits between P1 and P2 or P3 and P4 of the program will be dismissed.

		Policy Violation/Consequence	1 <sup>st</sup> Offense	Repeat Offense
Day 1	EMS	Day 1 Absence or Day 1 Tardy	Dismissal	
		Jones & Bartlett Account Not Created and/or Books not purchased	Dismissal	
		Externship Forms Incomplete	2	4
	Firefighter I & II	Day 1 Absence or Day 1 Tardy	Dismissal	
		ResourceOne Account Not Created and/or Books Not Purchased	Dismissal	
		State Exam Fee Not Paid	2	4
All Programs		Cheating (classwork, homework, falsification of ANY documents)	Dismissal + 1 Year CSRIPS Suspension	
		Tobacco Policy	Dismissal	
		Substance Abuse Policy	Dismissal	
		Energy Drinks Policy	Dismissal	
		Code of Conduct Policy	Dismissal	
		Attendance Policy - no call (AWOL)	Dismissal	
		Attendance Policy - with call, unexcused/nonemergency	5	Dismissal
		Tardiness Policy - no call (AWOL)	5	Dismissal
		Tardiness Policy - with call as outlined in policy	2	4
		Disrespect to Staff	9	Dismissal





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	Disrespect to another student	4	Dismissal
	Complio Incomplete (EMT, Paramedic)	4	Dismissal
	Cell phone / Electronic Device Policy	4	6
	Dress Code Policy/Tattoo Policy (includes Day 1 dress code)	2	4
	Social Media Policy	2	4
	Failure to successfully complete assigned work or make up hours	2	4
	Unprepared for class (books, badge, gear, etc.)	2	4

*\*Infractions not listed but deemed a violation by the Program Director, Lead/ Co-Lead, instructor, or staff member will determine the number of appropriate demerits or dismissal.*



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