

Thursday, September 3, 2015

MEMO TO: The Honorable Nikki R Haley, Ex officio Member of The Citadel Board of Visitors
Major General Robert E Livingston, Jr, Ex officio Member of The Citadel Board of Visitors
The Honorable Molly M Spearman, Ex officio Member of The Citadel Board of Visitors
Lieutenant General John B Sams, Jr, Chair, The Citadel Board of Visitors
Colonel Dylan W Goff, Vice Chair, Legal, The Citadel Board of Visitors
Colonel Greg A Lapointe, Chair, Strategy, Vision and Governance Committee, The Citadel Board of Visitors

FROM: Robert Maeyama and Susan Maeyama

SUBJECT: Conflict between the College Regulations, The Citadel, The Military College of South Carolina (Revised Following 13 June 2015 Meeting of BOV), Section V Disciplinary Matters, and, Blue Book Regulations Chapter 6-Discipline

1. PURPOSE.

To request an immediate review of the Blue Book Regulations, Chapter 6-Discipline regarding compliance with College Regulations, Section V Disciplinary Matters.

To request a formal hearing regarding the inconsistency of the disciplinary provisions of College Regulations and The Citadel Blue Book Regulations in the administration of punishment.

To avoid misapplication of the college disciplinary system that is required to maintain good government and the well-being of the college.

2. JUSTIFICATON. College Regulations, Section V, Disciplinary Matters, Subsection 1. General., paragraph b.

The primary purposes of the disciplinary system are:

- To promote a campus environment that supports the overall mission of The Citadel
- To protect The Citadel community from disruption and harm

Disciplinary regulations are set forth in writing in order to give students general notice of prohibited conduct. The primary purposes of which are:

- To be read broadly
- Not designed to define misconduct in exhaustive terms

Infractions are to be handled administratively:

- In the simplest fashion
- Provide due process to the alleged offender

JUSTIFICATON. College Regulations, Section V, Disciplinary Matters, is structured as follows:

1. General.
2. Command of the Corps of Cadets.
3. Cadet Merits and Demerits.

4. Off-Campus Offenses. A cadet who commits an act off-campus that reflects adversely on The Citadel or the Corps of Cadets may be punished as if the act had been committed on-campus if the alleged misconduct violates the cadet disciplinary code and the act: a., b., c., d. as defined
5. Cadet Offenses. The offenses for which a cadet shall be punished are divided into three categories as follows:
 - a. Class I Offenses.
 - b. Class II Offenses.
 - c. Class III Offenses.
6. Offenses of Non-Cadet Students During the Academic Year and All Students, Including Cadets, Attending The Citadel Maymester/Summer School or Employed by The Citadel. These provisions apply to students other than cadets during the academic year and to all students including cadets during Maymester/Summer School. These provisions also apply to students employed by The Citadel. The offenses are as follows:
 - a. Expulsion
 - b. Dismissal
 - c. Suspension
 - d. Other punishment
 - e. All students, including cadets, who attend Maymester/Summer School

JUSTIFICATION. Blue Book College Regulations, Chapter 6-Discipline is structured as follow:

6.2 CADET BEHAVIOR AND OFFENSES DURING THE SCHOOL YEAR, WHILE ON STUDY ABROAD, FURLOUGH, OR ATTENDING THE CITADEL SUMMER SCHOOL OR EMPLOYED BY THE CITADEL DURING SUMMER FURLOUGH (Restructured for clarity. See attached for actual construction)

6.2.1 Furloughs are periods when the entire Regiment “stands down” and departs campus. Normally, there are four furlough periods as follows: Fall (Thanksgiving Week); Winter (between Fall and Spring semesters); Spring (during Spring semester); and Summer (from SCCC graduation until the Regiment reconstitutes in late summer). Other furlough periods may be designated by the Governor, Board of Visitors or the President. During periods of furlough, the Cadet Disciplinary System may apply if the conduct meets the criteria established in Section V, paragraph 4, of the College Regulations for the application of Citadel jurisdiction for an off-campus offense.

6.2.1.1 A cadet who commits an act off-campus that reflects adversely on The Citadel or the Corps of Cadets may be punished as if the act had been committed on-campus if the alleged misconduct violates the cadet disciplinary code and the act:

Potentially endangers the health, safety, or welfare of members of the campus community

Potentially places college property at risk of damage, loss, or destruction

Occurs at a time when the cadet represents The College in an off-campus activity

Involves conduct that constitutes one or more of the following:

A felony act

A crime of moral turpitude

An act of violence

An act that involves the possession, use, distribution or sale of an illegal drug, alcohol, or any other substance prohibited by *College Regulations*

An act involving discrimination

An act involving sexual harassment.

6.2.1.2 Class I Offenses.

6.2.1.2.1 **Expulsion** from the College may be the punishment for the following offenses:

6.2.1.2.2 **Dismissal** from the College may be the punishment for the following offenses:

6.2.1.2.3 **Suspension** from the College may be the punishment for the following offenses:

3. RECOMMENDATION. An immediate committee review be conducted by the Strategy, Vision and Governance Committee, responsible for The Citadel's College Regulations that accurately guide the Corps of Cadets in it's application of discipline. An inconsistency in the College Regulations per Section V, Disciplinary Matters, subsection 1. General. a., and, the published Blue Book Regulations for administration of the Cadet Disciplinary System is contrary to, and a threat to, good government and the well-being of the Corps of Cadets and The Citadel Family.

RECOMMENDATION. College Regulations, Section V Disciplinary Matters, subsections 4. Off-Campus Offenses., 5. Cadet Offenses., and, 6. Offenses of Non-Cadet Students During the Academic Year and All Students, Including Cadets, Attending The Citadel Maymester/Summer School or Employed by The Citadel. , provide for offenses to be prescribed by the Commandant and Provost with the approval of the President.

Blue Book Regulations, Chapter 6-Discipline, paragraph 6.2 combines offenses defined in the College Regulations, Section V, subsections 4., 5., and 6. Which is inconsistent with the structure of College Regulations and causes confusion in the administration of discipline.

Blue Book Regulations, Chapter 6-Discipline, paragraph 6.2.1. defines furlough and the application of the Cadet Disciplinary System referred to in College Regulations, Section V, paragraph 4. Off-Campus Offenses.

Blue Book Regulations, Chapter 6-Discipline, paragraph 6.2.1.1, a further defines furlough as acts off-campus that reflects adversely on The Citadel or the Corps of Cadets and may be punished as if the act had been committed on-campus.

Blue Book Regulations, Chapter 6-Discipline, paragraph 6.2.1.2 prescribes Class I Offenses for violations of Blue Book Regulations, Chapter 6-Discipline, paragraph 6.2.1 defining furlough and the application of the Cadet Disciplinary System.

Blue Book Regulations, Chapter 6-Discipline, paragraph 6.2 and related subsections applies Class I Offenses for furloughed cadets and the application of College Regulations, Section V Disciplinary Matters, subsection 4. Off-Campus Offenses. Class I offenses in the College Regulations refers to paragraph 5. Cadet Offenses. Class I offenses may apply to off-campus that reflects adversely on The Citadel or the Corps of Cadets and may be punished as if the act had been committed on-campus.

Blue Book Regulations, Chapter 6-Discipline does not prescribe punishment as outlined in College Regulations, Section V, 5. Cadet Offenses. Class I, Class II, Class III offenses other than those acts that occur off-campus and may be punished as if the act had been committed on-campus

Blue Book Regulations, Chapter 6-Discipline does not prescribe punishment as outlined in College Regulations, Section V, 6. Offenses of Non-Cadet Students During the Academic Year and All Students, Including Cadets, Attending The Citadel Maymester/Summer School or Employed by The Citadel.

RECOMMENDATION. Immediate conformance of Blue Book Regulations to those of College Regulations per Section I:

11. Supremacy of Regulations. These *Regulations* constitute the governing rules of The Citadel. To the extent that any rules or regulations published in the Catalog, the *Faculty Manual*, the *Blue Book*, *White Book*, *Red Book*, or any other document, in any form, conflict with these *Regulations*, these *Regulations* shall control. Ignorance of these *Regulations*, or any other order, rule, or regulation shall not be an excuse for neglect or misconduct.

RECOMMENDATION. Review , clarification and dissemination of the position, availability and responsibilities of The Citadel Ombudsperson(s) to members of The Citadel community, including cadets, students, parents and guardians of cadets and students. Consideration should be given to provide training and nomination of an Ombudsperson(s) from within the Corps of Cadets, and, the Citadel Family Association and/or Citadel Alumni Association to serve as ex-officio member(s) with duties and responsibilities as provided for in College Regulations Section IV Student Administration, subsection 14. Ombudsperson.

Attachments :

College Regulations, Section V Disciplinary Matters
Blue Book Regulations, Chapter 6-Discipline dated 1 July 2015

COLLEGE REGULATIONS

THE CITADEL

The Military College of South Carolina

(Revised Following 13 June 2015 Meeting of BOV)

CONTENTS

SECTION I. ORGANIZATION AND ADMINISTRATION

1. Statement of Vision, Core Values, and Mission
2. The Board of Visitors
3. The President
4. The Provost and Vice Presidential Level Administrators
5. The Faculty
6. The Administrative Staff
7. Uniforms and Insignia
8. Housing
9. The Student Body
10. Organization and Direction of the Student Body
11. Supremacy of Regulations
12. Campus
13. College Name, Insignia, Seal and Logos
14. Indemnification

SECTION II. FACULTY POLICIES AND PROCEDURES

1. Terms of Employment and Retirement
2. Faculty Manual
3. Provost/Dean of the College
4. Academic Freedom and Tenure
5. Reduction in Force for Financial Exigency
6. Policy on English Fluency for Faculty

SECTION III. THE ACADEMIC PROGRAM

1. Criteria for Admission
2. General Qualifications for Admission as a Cadet
3. Responsibility for Academic Matters
4. Academic Arrangement of the Corps of Cadets
5. College Calendar
6. Progress Reports
7. Criteria for Graduation

SECTION IV. STUDENT ADMINISTRATION

1. Activities
2. Agent
3. Alcoholic Beverages
4. Arms, Ammunition, or Explosives
5. Arrest of Cadets
6. Clubs, Societies, and Associations
7. Communication with College Officials
8. Dress of Students
9. Furloughs and Leaves
10. Gratuity
11. Hazing, Sexual Harassment, Sexual Violence and Discrimination
12. Indebtedness to the College
13. Non-Academic Graduation Requirements
14. Ombudsperson

15. Payment of Fees
16. Policy on Hallucinogenic, Narcotic, and Controlled Drugs and Substances; Drug Paraphernalia; and The Citadel Drug Testing Policy
17. Publications

SECTION V. DISCIPLINARY MATTERS

1. General
2. Command of the Corps of Cadets
3. Cadet Merits and Demerits
4. Off-Campus Offenses
5. Cadet Offenses
6. Offenses of Non-Cadet Students During the Academic Year and All Students, Including Cadets, Attending The Citadel Maymester/Summer School or Employed by The Citadel

SECTION VI. INVESTIGATIONS AND HEARINGS FOR STUDENT VIOLATIONS

1. Presiding Officials
2. Representatives and Advisors
3. Hearings for Violations of Disciplinary Regulations
4. Hearings for Violations of Honor Code or Academic Integrity Policy
5. Appeals

SECTION VII. DISCHARGE AND REINSTATEMENT

1. Authority to Discharge
2. Temporary Suspension
3. Resignation
4. Types of Discharge
5. Reinstatement

SECTION VIII. THE CITADEL BOARD OF VISITORS

Extracts, Code of Laws of South Carolina 1976 (as amended)

SECTION IX. ORGANIZATION AND OPERATING RULES OF THE CITADEL BOARD OF VISITORS

1. Composition of the Board of Visitors
2. Responsibilities of the Board
3. Officers
4. Meetings of the Board
5. Composition of Committees
6. Committees

SECTION V

Disciplinary Matters

1. General.

- a. With the approval of the President, the Provost and the Commandant prescribe for the various components of the student body such rules and regulations as are necessary for the good government and well-being of the College. The Commandant prescribes these rules and regulations for the Corps of Cadets and for all students living in the barracks in Maymester/Summer School. The Provost/Designee of the Provost prescribes these rules and regulations for all non-cadet students, including all students enrolled in Maymester/Summer School at The Citadel but not residing in the barracks.
- b. The primary purposes of the disciplinary system are to promote a campus environment that supports the overall mission of The Citadel and to protect The Citadel community from disruption and harm. Disciplinary regulations are set forth in writing in order to give students general notice of prohibited conduct. The regulations should be read broadly and are not designed to define misconduct in exhaustive terms. Infractions of rules and regulations will be handled administratively in the simplest fashion which will meet these goals and will provide due process to the alleged offender.
- c. Obedience to orders is the basis of all military discipline, and cadets will obey without argument or comment all lawful orders received by them from proper authority. If, in their judgment, such orders are improper, they may, after compliance, make an official statement of the circumstances in writing to the Commandant of Cadets, who will investigate and take appropriate action.
- d. Members of the faculty and staff are expected to participate in the maintenance of good order and discipline at the College.
- e. During periods of furlough, the cadet disciplinary system shall apply if the conduct meets the criteria established in Section V paragraph 4 of these *Regulations* for the application of Citadel jurisdiction for an off-campus offense.

2. Command of the Corps of Cadets.

The cadets of the College constitute a military corps and are subject to military discipline under the immediate command of the Commandant of Cadets.

3. Cadet Merits and Demerits.

- a. A system of merits will be established and published. Allowable demerits for each academic class shall be established and published in the *Blue Book, Regulations for the South Carolina Corps of Cadets* or appropriate cadet regulation by the Commandant of Cadets, with the approval of the President. Similarly, for each recorded delinquency, a cadet is awarded punishment and/or a number of demerits corresponding to the degree of delinquency. The degree of punishment and the number of associated demerits are fixed by the Commandant of Cadets with the authority of the President and published in the *Blue Book, Regulations for the South Carolina Corps of Cadets* or appropriate cadet regulation.
- b. When cadets accumulate more than the total number of demerits allowed each month for their academic class, such cadets shall be declared deficient in conduct. Those cadets who have exceeded a monthly allowance but have not exceeded the maximum number of demerits allowed

for their academic class for either or both semesters will be removed from conduct deficient status when they complete a month without accruing excessive demerits and without committing Class I or II offenses (defined in paragraph 5 of this section).

- c. **Conduct Review Board.** A Conduct Review Board shall consist of the Company TAC Officer and the Company Commander for each cadet company. A Company TAC Officer may recommend a Conduct Review Board for a cadet based on persistent misconduct. Furthermore, a cadet who accumulates one-half of the maximum allowance of demerits for the semester or the academic year shall appear before a Conduct Review Board, unless he or she has previously appeared before such a board pursuant to an order of his or her Company TAC Officer, as prescribed herein.

The Conduct Review board will review the cadet's record with the cadet. The cadet may present information to remove demerits from his or her record and/or clarify his or her conduct. The CRB shall submit a report of this review to the Assistant Commandant for Discipline. If the cadet still exceeds the maximum allowable number of demerits, or if the cadet has not been able to clarify his or her conduct, the Assistant Commandant for Discipline may recommend to the Commandant that a **Suitability Board** be conducted.

- d. **Suitability Board.** A Suitability Board shall consist of (1) the Assistant Commandant for Discipline, (2) a cadet officer of cadet captain or above, and (3) the Academic Advisor or Company Advisor of the cadet who is to face the hearing or a senior faculty member appointed by the Provost/Dean of the College. In the absence of the Assistant Commandant for Discipline, one of the other Assistant Commandants or the Director of Cadet Activities will conduct the hearing. A Suitability Board may be held only upon recommendation of the Assistant Commandant for Discipline, as prescribed in paragraph 3c, above, and with the concurrence of the Commandant.

The Suitability Board will review the cadet's record, and the cadet may present information in his or her own behalf. The Suitability Board may recommend such action as it deems appropriate to the Commandant, up to and including dismissal. (Section VII, paragraph 4.) For recommendations less than suspension, the Commandant may impose such discipline as he deems appropriate; for recommendations of suspension or dismissal, if the Commandant concurs, he shall forward such recommendation to the President.

- 4. **Off-Campus Offenses.** A cadet who commits an act off-campus that reflects adversely on The Citadel or the Corps of Cadets may be punished as if the act had been committed on-campus if the alleged misconduct violates the cadet disciplinary code and the act:
 - a. potentially endangers the health, safety, or welfare of members of the campus community, or
 - b. potentially places College property at risk of damage, loss, or destruction, or
 - c. occurs at a time when the cadet represents the College in an off-campus activity, or
 - d. involves conduct that constitutes one or more of the following:
 - (1) a felony act;
 - (2) a crime of moral turpitude;

- (3) an act of violence;
- (4) an act that involves the possession, use, distribution, or sale of an illegal drug, alcohol, or any other substance prohibited by these *College Regulations*; or
- (5) an act involving racial or sexual harassment.

5. Cadet Offenses. The offenses for which a cadet shall be punished are divided into three categories as follows:

a. Class I Offenses.

(1) **Expulsion** from the College may be the punishment for the following offenses:

- (a) violation of the Cadet Honor Code;
- (b) commission of any act which is a felony under the laws of any state, the United States, or any other jurisdiction;
- (c) violating The Citadel's drug policy as outlined in Section IV, paragraph 16;
- (d) hazing as defined in Section IV, paragraph 11a;
- (e) commission of any act of a vicious or immoral nature unbecoming to a cadet;
- (f) sexual assault or attempted sexual assault;
- (g) sexual harassment (as defined in Section IV, paragraph 11b);
- (h) serious sexual activity. Serious sexual activity may include, but is not limited to: oral sex, sexual intercourse, or public display of nudity or partial nudity.
 - (i) Cadets may not engage in serious sexual activity on campus.
 - (ii) Cadets may not engage in serious sexual activity off campus between fourth class and upper class cadets.

(2) **Dismissal** from the College may be the punishment for the following offenses:

- (a) use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly provided by College rules or regulations) or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by, or distributed to any person under twenty-one (21) years of age;
- (b) disobedience of the lawful command of or an act of disrespect toward any superior officer or official of the College;
- (c) persistent significant misconduct, as demonstrated by the accumulation of more than the semester or annual allowable number of demerits or the commission of multiple disciplinary violations carrying forty (40) or more tours, within a calendar year;

- (d) any threat to or act against the person or property of another, the effect of which tends to intimidate or influence the enforcement of the rules and regulations of the College;
 - (e) discharge or possession of firearms on campus (as defined in Section I, paragraph 12) except under proper supervision on authorized ranges;
 - (f) the commission of any act unbecoming to a cadet and/or one which would tend to bring discredit upon the institution or to the uniform.
- (3) **Suspension** from the College may be the punishment for the following offenses:
- (a) insubordination or disorderly conduct;
 - (b) demonstrating or exhibiting disrespect to a member of the guard in any way, or interfering in any way with a member of the guard in the proper discharge of his/her duties;
 - (c) challenging another cadet in a verbally abusive or physically threatening manner for actions taken while in the discharge of his/her duties;
 - (d) major violation of the fourth-class system by upperclassmen.
- (4) The Commandant of Cadets may award and enforce restriction and/or up to and including 60 demerits and 120 punishment tours for other offenses not enumerated above but considered serious violations of good order and military discipline.

b. Class II Offenses.

Offenses in this category are all those enumerated in *Regulations, South Carolina Corps of Cadets* for which the Assistant Commandant for Discipline shall have the authority to assess against any cadet penalties up to and including restriction and/or 20 demerits and 40 tours.

c. Class III Offenses.

Offenses in this category are other offenses, except those cited in paragraphs 5a and b, above, as enumerated in *Regulations, South Carolina Corps of Cadets* for which penalties have been assigned. All such offenses have assigned punishments.

6. Offenses of Non-Cadet Students During the Academic Year and All Students, Including Cadets, Attending The Citadel Maymester/Summer School or Employed by The Citadel. These provisions apply to students other than cadets during the academic year and to all students including cadets during Maymester/Summer School. These provisions also apply to students employed by The Citadel. The offenses are as follows:

a. Expulsion may be the punishment for the following offenses:

- (1) knowingly making a false oral or written statement in response to an oral or written requirement from an individual or officer of the College authorized by position or function to place such a requirement;
- (2) violating the academic integrity policy;

- (3) stealing, or the commission of any act which is a felony under the laws of any state, the United States, or any other jurisdiction;
- (4) violating The Citadel's drug policy as outlined in Section IV, paragraph 16;
- (5) sexual assaults or attempted sexual assaults;
- (6) sexual harassment;
- (7) serious sexual activity on campus (students may not engage in serious sexual activity on campus. Serious sexual activity may include oral sex, sexual intercourse, or public display of nudity or partial nudity);
- (8) commission of an act of a vicious or immoral nature unbecoming of a Citadel student.

b. Dismissal may be the punishment for the following offenses:

- (1) use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly provided by College rules or regulations) or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by or distributed to any person under twenty-one (21) years of age;
- (2) disobedience to the directives of or an act of disrespect to any official of the College;
- (3) commission of any unbecoming act or one which would tend to bring discredit to the College;
- (4) discharge or possession of firearms on campus (as defined in Section I, paragraph 12), except under proper supervision on authorized ranges.

c. Suspension may be the punishment for the following offenses:

- (1) insubordination or disorderly conduct;
- (2) challenging another student in a verbally abusive or physically threatening manner for actions taken while in the discharge of duties.

d. Other punishment may be imposed by the appropriate authority for the following:

Any disorderly act, neglect, or misbehavior listed in regulations specifically prepared for students other than cadets.

e. All students, including cadets, who attend Maymester/Summer School at The Citadel will abide by Maymester/Summer School and other regulations published separately.

**BLUE BOOK
REGULATIONS**



For The
**SOUTH CAROLINA
CORPS OF CADETS**

*School Year 2015-2016
1 July 2015*

THE CITADEL
The Military College of South Carolina
Charleston, South Carolina 29409

1 July 2015

MEMORANDUM NUMBER 1

REGULATIONS FOR THE CORPS OF CADETS

1. The following regulations, to be known as *THE BLUE BOOK*, are hereby issued for the Corps of Cadets of The Citadel.
2. Changes are annotated in red.
3. These regulations shall be in full force and effect from the date of distribution. They supersede all orders, regulations, or memoranda previously published by this department, except for those on the Commandant's Department website at: <http://www.citadel.edu/root/commandant-and-regimental-memos>.

FOR THE PRESIDENT:



EUGENE F. PALUSO
Captain, U.S. Navy (Retired)
Commandant

EFP: ras

THE CITADEL CODE

To revere God, love my country, and be loyal to The Citadel.

To be faithful, honest, and sincere in every act and purpose and to know that honorable failure is better than success by unfairness or cheating.

To perform every duty with fidelity and conscientiousness and to make duty my watchword.

To obey all orders and regulations of The Citadel and of proper authority.

To refrain from intoxicants, narcotics, licentiousness, profanity, vulgarity, disorder, and anything that might subject me to reproach or censure within or without the college.

To be diligent in my academic studies and in my military training. To do nothing inconsistent with my status as a cadet.

To take pride in my uniform and in the noble traditions of the college and never do anything that would bring discredit upon them.

To be courteous and professional in my deportment, bearing, and speech, and to exhibit good manners on all occasions.

To cultivate dignity, poise, affability, and a quiet and firm demeanor. To make friends with refined, cultivated, and intellectual people.

To improve my mind by reading and participation in intellectual and cultural activities.

To keep my body healthy and strong by physical exercise and participation in many sports.

To be generous and helpful to others and to endeavor restrain them from doing wrong.

To face difficulties with courage and fortitude and not to complain or be discouraged.

To be worthy of the sacrifices of my parents, the generosity of the state, and the efforts of all who teach and all who administer the college in order that I might receive an education and to recognize my obligation to them.

To make the college better by reason of my being a cadet.

To resolve to carry its standards into my future career and to place right above gain and a reputation for integrity above power.

To remember always that the honor of being a Citadel Cadet and graduate imposes upon me a corresponding obligation to live up to this code.

GEN. CHARLES P. SUMMERALL
U.S. ARMY, RETIRED, PRESIDENT 1931-1953

NOTE: The foregoing code is earnestly commended to all cadets as an interpretation of the ideals of The Citadel.

TABLE OF CONTENTS

Table of Contents

CHAPTER 1 – GENERAL REGULATIONS	8
1.1 PURPOSE	8
1.2 DUTY	8
1.3 PUBLICATIONS	8
1.4 UNAUTHORIZED ACTIVITIES	8
1.5 HAZING	8
1.6 CAMPUS DEFINED	8
1.7 DISCRIMINATION	8
1.8 SEXUAL HARASSMENT	9
1.9 SEXUAL VIOLENCE	9
1.10 RELATIONSHIP ISSUES	10
1.10.2 Fraternization	10
1.10.3 Personal Relationships	10
1.10.4 Dating	11
1.10.5 Sexual Activity On Campus	11
1.11 MARRIAGE AND CHILD CUSTODY	11
1.12 PREGNANCY POLICY	11
1.13 ALCOHOLIC BEVERAGES AND DRUGS	11
1.13.1 General:	12
1.13.2 Use of Alcohol and Related Conduct	12
1.13.3 Drugs	12
1.13.4 Drug Testing Policy	13
1.13.5 Administrative Actions	13
1.14 CITADEL CRISIS RESOURCE DIRECTORY AND CADET RIGHTS	13
1.15 FIREARMS AND OTHER WEAPONS	14
1.15.1 Firearms	14
1.15.2 Other Weapons	14
1.16 GAMBLING	14
1.17 ADMINISTRATIVE ARRESTS OF CADETS ON-CAMPUS	14
1.18 VEHICLES	14
1.18.1 General	14
1.18.2 Use of Citadel Boats	15
1.18.4 Enforcement of Traffic Regulations	16
1.19 CADET CANTEEN (SNACK BAR) AND LOUNGES IN MARK CLARK HALL	16
1.20 CHALLENGES	16
1.21 CONDUCTING BUSINESS WITH COLLEGE OFFICIALS.	16
1.22 EMPLOYMENT	16
1.23 HITCHHIKING	16
1.24 OFF-LIMITS.	16
1.25 FIRE	17
1.24.1 Fire Prevention	17
1.24.2 Fire in Barracks	17
1.24.3 Fire in College Building Other Than Barracks	17
1.26 SAFETY	17
1.25.3 Organized Cadet Runs (PT, Spirit, and Cadet Athlete Runs) On-Campus	17
1.25.4 Individual Runs and Bicycle Riding	17
CHAPTER 2 – CADET LIFE	19
2.1 GENERAL	19
2.2 COMMAND, CONTROL, AND ORGANIZATION OF THE CORPS OF CADETS	19
2.2.1 General	19
2.2.2 The Cadet Chain of Command	19
2.2.3 Authority	20

2.2.4	Seniority	20
2.3	ACADEMIC MATTERS	20
2.3.2	Class Attendance Policy	20
2.3.3	Morning, Afternoon, and Evening Study Periods (MSP, ASP, & ESP)	20
2.3.4	Custodial Service	20
2.3.5	Computers on The Citadel Network and Cellphones	20
2.3.6	Food Delivery to the Barracks	21
2.3.7	Food in Barracks	21
2.3.8	Galleries, Quadrangles and Sally Ports	21
2.3.9	Laundry Service	21
2.3.10	Lights	21
2.3.11	Mail, Parcels, and Guardroom Telephone	21
2.3.12	Maintenance and Repairs	21
2.3.13	Paint in the Barracks	22
2.3.14	Selling in the Barracks	22
2.3.15	Use of Tobacco	22
2.4	CADET DUTIES	22
2.4.1	Appearance	22
2.4.2	Cadet Accountability	24
2.4.3	Visitation.	26
2.4.4	Sign In/Sign Out	26
2.4.5	Football Games	26
2.4.6	Guard Duty	276
2.4.7	Military Courtesy	276
2.4.8	Parades.	27
2.4.9	Property Responsibility	27
2.4.10	Rifles	27
2.4.11	Room Arrangement and Responsibility	27
2.5	UNIFORM POLICIES	28
2.5.1	Authorized Articles of Uniform	28
2.5.2	Wearing of the Uniform	28
2.5.3	White Book	28
2.5.4	Uniform of the Day	28
2.6	OTHER	28
2.6.1	Escorting	28
2.6.2	Lost and Found	28
2.6.3	Medical Services	28
2.6.4	Religious Activities and Ethics Seminars	34
CHAPTER 3	– THE FOURTH CLASS SYSTEM	35
3.1	PURPOSE	35
3.2	BACKGROUND	35
3.3	PRINCIPLES OF THE FOURTH CLASS SYSTEM	35
3.4	OBJECTIVES	35
3.5	RELATIONSHIP BETWEEN FOURTH CLASS CADETS AND UPPER CLASS CADETS:	36
3.6	FOURTH CLASS REGULATIONS AND TRADITIONS:	36
3.6.1	General	36
3.6.2	Fourth Class Cadets at All Times	36
3.6.3	While in the Barracks, Fourth Class Cadets Will	36
3.6.4	Bracing	37
3.6.5	While in the Mess Hall, Fourth Class Cadets Will	37
3.6.6	Areas Off Limits to Fourth Class Cadets	38
3.6.7	Fourth Class Extra Duties and Details	38
3.7	FOURTH CLASS TRAINING	39
3.7.1	General	39
3.7.2	Contact with Fourth Class Cadets	39
3.7.3	Training Time	39

3.8 FOURTH CLASS KNOWLEDGE:	40
3.9 FOURTH CLASS PUSH-UPS	40
3.10 RECOGNITION	41
3.10.1 Recognition	41
3.10.2 Early Recognition	41
3.11 FIRST CLASS MENTOR PROGRAM	41
3.11.1 General	41
3.11.2 Responsibilities	42
3.12 REGIMENTAL COMMANDER'S FOURTH CLASS EVALUATION	43
 CHAPTER 4--DINING HALL PROCEDURES	 44
4.1 GENERAL	44
4.2 RESPONSIBILITY	44
4.3 RULES OF THE DINING HALL (MESS HALL)	44
CHAPTER 5 – INSPECTIONS	46
5.1 GENERAL	46
5.2 DAILY INSPECTIONS	46
5.3 SATURDAY MORNING INSPECTION (SMI)	46
5.4 MUSTER INSPECTION (FURLOUGHS)	46
5.5 UNIT HEALTH AND WELFARE	46
5.6 SEARCHES	46
5.7 COMMAND INSPECTIONS	47
 CHAPTER 6 - DISCIPLINE	 48
6.1 PURPOSE	48
6.2 CADET BEHAVIOR WHILE ON STUDY ABROAD, FURLOUGH, ATTENDING THE CITADEL SUMMER SCHOOL OR EMPLOYED BY THE CITADEL DURING SUMMER FURLOUGH	48
6.3 SPECIAL PROVISIONS	49
6.3.1 Removal from Corps Squad, Club Sports, and Extracurricular Activities	49
6.4 CONDUCT DEFICIENT	49
6.5 MERITS	50
6.6 PERFORMANCE REPORTS - CC FORM 53 (PR)	50
6.6.1 General	50
6.6.2 Processing of a PR	50
6.7 EXPLANATION REQUIRED IN WRITING – CC FORM 54 (ERW)	51
6.8 PUNISHMENTS	51
6.8.1 Demerits	51
6.8.2 Restrictions	51
6.8.3 Confinements	52
6.8.4 Tours	52
6.8.5 Accelerated Confinements and Tours	53
6.8.6 Amnesty	53
6.8.7 Confinements for Tours	53
6.8.8 In Season NCAA Athletes	53
6.8.9 Work	53
6.8.10 Confinements in lieu of Tours for Academically Deficient Cadets	53
6.8.11 Suspension and Remission of Punishment (Punishments Held in Abeyance)	544
6.8.12 Appeals	54
6.8.13 Disciplinary Guidelines	54
6.9 REQUIRED COUNSELING	54
6.9.1 General	54
6.9.2 Required Counseling	55
6.10 INVESTIGATIONS AND BOARDS	55
6.10.1 General	55
6.10.2 Commandant's Board (CBs)	55
6.10.3 Hearings.	55

6.10.4	Conduct Review Board (CRB)	55
6.10.5	Suitability Hearing (SH)	56
6.10.6	Appeals of Boards and Hearings for Suspension, Dismissal, or Expulsion Other Than Honor	56
6.10.7	Cadet's rights for Hearings and Commandant's Boards	56
6.11	REPORTS AND STATEMENTS	56
6.12	CADET REDUCTIONS AND COMPANY TRANSFERS	57
6.12.1	Reductions	57
6.12.2	Company Transfers	57
6.13	Corrective Push Ups for Upper Class Cadets	57
ANNEX A		58
MERITS		58
ANNEX B		59
PUNISHMENT TABLE		59
ANNEX C FORM FOR DRUG TESTING CONSENT AGREEMENT		64
ANNEX D STATEMENT ON REQUIREMENT TO REPORT HAZING, CC FORM 110		65
ANNEX E CHANGE SHEET		66
ANNEX F CHANGE 2 SHEET		69

CHAPTER 6 - DISCIPLINE

6.1 PURPOSE

- 6.1.1 The Commandant has primary responsibility for the Cadet Disciplinary System and administers the system through the Assistant Commandant for Discipline and Battalion/Company TAC Officers.
- 6.1.2 The Cadet Discipline System exists to maintain good order and discipline within the Corps of Cadets. The system is both developmental and correctional in nature.
- 6.1.3 Cadets learn to live within the standards of behavior necessary to support the requirements of cadet life.
- 6.1.4 They also learn how to support, enforce, and administer a disciplinary system through teaching, corrections, and counseling.
- 6.1.5 The system creates an environment so that each cadet may further develop a sense of duty, strengthen self-discipline to live within the spirit of all regulations and directives regardless of the origin, and accept responsibility for his or her actions.
- 6.1.6 The obligations, standards, authorizations, and privileges described by cadet regulations provide cadets opportunities to demonstrate their level of responsibility and performance.
- 6.1.7 The discipline system provides for teaching, counseling, reprimand, punishments, remediation, and conduct reviews.
- 6.1.8 When corrective action is necessary, the TAC Chain of Authority furthers the Cadet Chain of Command's understanding throughout the discipline process on how individual behavior impacts on the command climate of a cadet unit.
- 6.1.9 The continuum of discipline is teach/train, verbal correction/instruction, verbal counseling, written counseling/reprimand, administrative board action.

6.2 CADET BEHAVIOR AND OFFENSES DURING THE SCHOOL YEAR, WHILE ON STUDY ABROAD, FURLOUGH, OR ATTENDING THE CITADEL SUMMER SCHOOL OR EMPLOYED BY THE CITADEL DURING SUMMER FURLOUGH

- 6.2.1 Furloughs are periods when the entire Regiment "stands down" and departs campus. Normally, there are four furlough periods as follows: Fall (Thanksgiving Week); Winter (between Fall and Spring semesters); Spring (during Spring semester); and Summer (from SCCC graduation until the Regiment reconstitutes in late summer). Other furlough periods may be designated by the Governor, Board of Visitors or the President. During periods of furlough, the Cadet Disciplinary System may apply if the conduct meets the criteria established in Section V, paragraph 4, of the College Regulations for the application of Citadel jurisdiction for an off-campus offense.
- 6.2.1.1 A cadet who commits an act off-campus that reflects adversely on The Citadel or the Corps of Cadets may be punished as if the act had been committed on-campus if the alleged misconduct violates the cadet disciplinary code and the act:
 - Potentially endangers the health, safety, or welfare of members of the campus community
 - Potentially places college property at risk of damage, loss, or destruction
 - Occurs at a time when the cadet represents The College in an off-campus activity
 - Involves conduct that constitutes one or more of the following:
 - A felony act
 - A crime of moral turpitude
 - An act of violence
 - An act that involves the possession, use, distribution or sale of an illegal drug, alcohol, or any other substance prohibited by *College Regulations*
 - An act involving discrimination
 - An act involving sexual harassment.

6.2.1.2 Class I Offenses.

6.2.1.2.1 **Expulsion** from the College may be the punishment for the following offenses:

- 6.2.1.2.1.1 Violation of the Cadet Honor Code;
- 6.2.1.2.1.2 Commission of any act which is a felony under the laws of any state, the United States, or any other jurisdiction;
- 6.2.1.2.1.3 Violating The Citadel's drug policy as outlined in Section IV, paragraph 16;
- 6.2.1.2.1.4 Hazing as defined in Section IV, paragraph 11a;
- 6.2.1.2.1.5 Commission of any act of a vicious or immoral nature unbecoming to a cadet;
- 6.2.1.2.1.6 Sexual assault or attempted sexual assault;
- 6.2.1.2.1.7 Sexual harassment (as defined in Section IV, paragraph 11b);
- 6.2.1.2.1.8 Serious sexual activity. Serious sexual activity may include, but is not limited to: oral sex, sexual intercourse, or public display of nudity or partial nudity.
- 6.2.1.2.1.9 Cadets may not engage in serious sexual activity on campus.
- 6.2.1.2.1.10 Cadets may not engage in serious sexual activity off campus between fourth class and upper class cadets.

6.2.1.2.2 **Dismissal** from the College may be the punishment for the following offenses:

- 6.2.1.2.2.1 Use, possession, manufacturing, or distribution of alcoholic beverages (except as expressly provided by College rules or regulations) or public intoxication. Alcoholic beverages may not, in any circumstance, be used by, possessed by, or

- distributed to any person under twenty-one (21) years of age;
- 6.2.1.2.2.2 Disobedience of the lawful command of or an act of disrespect toward any superior officer or official of the College;
- 6.2.1.2.2.3 Persistent significant misconduct, as demonstrated by the accumulation of more than the semester or annual allowable number of demerits or the commission of multiple disciplinary violations carrying forty (40) or more tours, within a calendar year;
- 6.2.1.2.2.4 Any threat to or act against the person or property of another, the effect of which tends to intimidate or influence the enforcement of the rules and regulations of the College;
- 6.2.1.2.2.5 Discharge or possession of firearms on campus (as defined in Section I, paragraph 12) except under proper supervision on authorized ranges;
- 6.2.1.2.2.6 The commission of any act unbecoming to a cadet and/or one which would tend to bring discredit upon the institution or to the uniform.
- 6.2.1.2.3 **Suspension** from the College may be the punishment for the following offenses:
 - 6.2.1.2.3.1 Insubordination or disorderly conduct;
 - 6.2.1.2.3.2 Demonstrating or exhibiting disrespect to a member of the guard in any way, or interfering in any way with a member of the guard in the proper discharge of his/her duties;
 - 6.2.1.2.3.3 Challenging another cadet in a verbally abusive or physically threatening manner for actions taken while in the discharge of his/her duties;
 - 6.2.1.2.3.4 Major violation of the fourth-class system by upperclassmen.
- 6.2.2 The Commandant of Cadets may award up to and including 60 demerits and 120 punishment tours for other offenses not enumerated above but considered serious violations of good order and military discipline
- 6.2.3 Cadets who attend Maymester/Summer School at The Citadel will abide by Maymester/Summer School and other regulations published separately.

6.3 SPECIAL PROVISIONS

6.3.1 Removal from NCAA Cadet Athlete Status, Club Sports, and Extracurricular Activities.

- 6.3.1.1 Members of cadet athletic teams, club sport teams, or other extracurricular activities will be removed from their activities if found in violation of cadet regulations as listed in the paragraphs below. All team activities include meetings, practices, training, competitions and social functions will be prohibited. Extracurricular activities include but are not limited to, all organized cadet activities under the supervision of the Director of Cadet Activities.

If a cadet is found in violation of a Class I offense or suitability hearing with a suspension or dismissal held in abeyance, the cadet will be reported by the TAC Officer with a recommendation to the Commandant. The Commandant will then consider all the evidence in the case and forward a recommendation to the President.

A cadet who is recommended by the Commandant to the President for suspension or dismissal due to conduct deficiency may be temporarily removed from all team and extracurricular activities until the President has made a decision and/or the appeal process is complete. The Commandant may also direct similar removal for cases of suspension or dismissal recommended with abeyance.

A cadet who is found guilty of an honor violation by the Honor Court will be suspended from all team and extracurricular activities. In the event that a cadet appeals an Honor Court decision, the suspension will remain in effect until the appeals process is complete.

6.4 CONDUCT DEFICIENT

- 6.4.1 A cadet is considered conduct deficient if one of the following conditions applies
 - 6.4.1.1 Punishment Order - Cadets receiving punishment for Class I or II offenses with awarded tours and/or confinements or cadets who exceed their allotment of demerits during a demerit period.
 - 6.4.1.2 Placed on restriction by the President, Commandant or other official of the college.
- 6.4.2 Cadets who are Conduct Deficient:
 - 6.4.2.1 Are restricted to campus until all the ordered punishment is served and certified by the Duty Team Officer.
 - 6.4.2.2 Are not authorized Charleston Passes, Overnight Leaves, or Weekend Leaves.
 - 6.4.2.3 May not receive their diploma, an honorable discharge, or transfer to special student status.
 - 6.4.2.4 May not hold rank if tours are awarded.
- 6.4.3 Cadets not able to complete their assigned punishment prior to their scheduled graduation must coordinate a community service project with the Assistant Commandant for Discipline (ACD). This will require the cadet to get the work project approved by the ACD. The ACD will coordinate with the community service organization on the reporting requirements for receiving credit for the work. Only after approval by the ACD, can the cadet start her/his work project. After the project is completed, the community service organization will send by e-mail or letter the work done, number of hours and days the cadet worked and their

satisfaction with the work done by the cadet. Only after this has been completed will the ACD contact the Registrar's Office to release the diploma. The cadet will receive their diploma by mail.

6.5 MERITS

6.5.1 Merits are awarded to cadets for outstanding performance of duty, personal appearance, or room appearance.

6.5.2 Merits are not awarded for merely meeting standards or for the specific purpose of offsetting previously awarded demerits.

6.5.3 Each 20+ merit month accrued by a cadet will result in the award of an overnight, regardless of class.

6.5.3.1 **Class I Offenses.**

6.5.3.1.1 **Class I Offenses are those which may result in Expulsion, Dismissal or Suspension**

6.5.3.2 **Class II and III Offenses**

Punishments do not include Suspension, Dismissal or Expulsion

6.6 PERFORMANCE REPORTS - CC FORM 53 (PR)

6.6.1 General

6.6.1.1 Violations or suspected violations of regulations on the part of cadets are reported on a Performance Report (PR). The details or facts surrounding the report of an offense are most frequently determined through an Explanation Required Written and face-to-face sessions between the accused and the Chain of Command and TAC Officers.

6.6.1.2 *Any member of the faculty, staff, commissioned or non-commissioned officer or cadet rank holder may complete a Performance Report (PR) alleging disciplinary violations against a cadet for violations of The College Regulations, Blue Book, or other applicable regulations. For violations involving groups of cadets or cadet units, report the allegations to the appropriate TAC and/or Cadet Chain of Command. A PR shall describe with reasonable particularity the conduct of the accused cadet, and shall be delivered to the Commandant's Department.*

6.6.1.3 *A PR should be submitted as soon as possible after the event takes place but there is no statute of limitations.*

6.6.1.4 *Prior to the issuance of a PR however, the Commandant, or his or her designee, may conduct an investigation to determine if allegations of disciplinary violations have merit or a more egregious infraction has occurred.*

6.6.1.5 *If the Commandant concludes the charges are without merit, such disposition shall be final and there shall be no subsequent proceedings.*

6.6.1.6 *If the charges are found to have merit, the investigating officer may issue or recommend issuance of a PR, and may later serve in the same matter as a member of a Hearing or Commandant's Board.*

6.6.2 Processing of a PR in CAS

6.6.2.1 In cases where the PR is being written for an offense which may be corrected on the spot, a PR is not required but may be submitted at the discretion of the observer.

6.6.2.2 PRs are also not required for Class III Offenses but may be submitted at the discretion of the observer.

6.6.2.3 PRs are required for Class I and II Offenses and are used to reward outstanding performance with merits.

6.6.2.4 If it is determined that a PR is required, then the reporting official, if practical, will inform the cadet, fill out the PR **electronically and submit it.**

The PR will then be automatically routed to the cadet for whom the PR is written. It will also be logged into the Cadet Accountability System (CAS) automatically for tracking.

PRs submitted for merits will be posted to the cadet's record, and no further action is required.

6.6.2.5 **Cadets will receive an email prompt telling them that they have a PR waiting for them to respond to. The cadet will have three duty days to respond to the PR and submit it.** Upon receipt of the PR, the offending cadet will either **acknowledge the offense** or attach an Explanation Required in Writing (ERW) and **submit the PR/ERW electronically.**

Cadets desiring a Commandant's Board or Hearing will so state on the ERW.

6.6.2.6 **The PR will then automatically be sent to the Cadet Company Commander or Executive Officer who will then review the PR/ERW, recommend a punishment and provide any rationale for the recommendation on the PR or the ERW and submit it electronically where it will continue to the Company TAC, Battalion TAC and on to the Assistant Commandant for Discipline for final adjudication. Each of these reviewing authorities have one duty day to review and submit the PR/ERW to the next level for adjudication.**

6.6.2.7 **In the codes column of Annex B there are approval authorities annotated for some offenses (See Annex B and the legend at bottom of page). While these approval authorities are optimal, they may be overridden by the next or higher authority as required.**

6.6.2.8 **Failure to meet the timelines outlined above will result in the PR automatically being sent to the next higher level for adjudication.**

6.6.2.9 TAC Officers may be used as investigating officers on Class I and II offenses at the direction of the Commandant.

6.6.2.10 The TAC Officer may make specific recommendations for punishment to the Assistant Commandant for Discipline.

6.6.2.11 The Assistant Commandant for Discipline will review the Class I or II PR/ERW and either assign punishment (Class IIs or Class IIIs) or make a specific punishment recommendation to the Commandant for a recommendation that a Commandant's Board or Hearing be convened to recommend punishment.

A cadet requesting a Hearing has the option of personally presenting the case before the Hearing Officer or allowing the ERW to stand as his/her defense. Cadet Company Commanders and other members of the accused's Chain of Command should attend the Hearing whenever possible. Hearings will be conducted in accordance with Chapter 11, White Book.

6.6.2.12 The Assistant Commandant for Discipline will review all Class I and II punishments prior to publication. This review will be for the purpose of ensuring compliance with the provisions of this chapter and to note consistency of punishment and disciplinary trends.

6.6.2.13 Final decision on punishments will be made by the Commandant when an issue of inconsistency is raised.

6.7 EXPLANATION REQUIRED IN WRITING – CC FORM 54 (ERW)

6.7.1 Any cadet who is accused of an offense for which a Performance Report (PR) has been written may provide a written explanation of the circumstances surrounding the alleged offense.

6.7.2 There will always be a reason for an offense, but, in most cases, the reason will not excuse the offense. Reasons which are determined to be beyond the control of the offending cadet or extenuating circumstances are taken into consideration when determining the appropriate punishment.

6.7.3 These written explanations are known as ERWs and are submitted using CC Form 54.

6.7.4 No cadet will prevent or attempt to influence any other cadet from writing an explanation of the circumstances surrounding an alleged offense.

6.8 PUNISHMENTS

6.8.1 Demerits

6.8.1.1 **Cadets who exceed their demerit period allotment of demerits, will be awarded one tour for each excess demerit.**

6.8.1.2 Demerits are punishments awarded either separately or in conjunction with other punishments, such as tours or confinements.

6.8.1.3 Demerits accumulate by month and semester and are not affected by amnesty.

6.8.1.4 Cadets exceeding their authorized demerit allotment during a demerit period (a demerit period is defined as four consecutive weeks) will get one tour for each demerit above the demerit period allotment.

6.8.1.5 Cadets who exceed the authorized demerit totals shown below are subject to disciplinary action and various counseling.

6.8.1.6 The number of demerits a cadet is allowed to accumulate without further penalty is based upon the academic class of the cadet:

<u>Academic Class</u>	<u>Semester</u>	<u>Year</u>
Fourth	120	240
Third	100	200
Second	90	180
First	80	160

6.8.1.7 When cadets exceed 50% of authorized semester demerit total, they appear before a Conduct Review Board (CRB)

The CRB is composed of the Company TAC Officer and the Cadet Company Commander or Executive Officer.

The purpose of the CRB is to determine whether the cadet should be referred to the Commandant for appearance before a Suitability Board (SB).

6.8.1.8 When cadets exceed an authorized annual demerit total, they will be required to appear before a CRB and a SB.

6.8.1.9 Cadets that are not present during the first semester (overseas study/suspension/dismissal/medical leave) will have their second semester demerits treated as though they are annual demerits.

6.8.2 Restrictions

6.8.2.1 Restrictions are automatically awarded to cadets who are assigned cons or tours for the period of time in which they are serving cons or tours.

6.8.2.2 Restrictions may also be awarded separate from other punishments but not in addition to demerits, work, cons, or tours.

6.8.2.3 Restriction to the limits of the campus is imposed on cadets who are Conduct Deficient.

Restricted Cadets may leave the campus only if placed on Special Orders or if granted a Special or Emergency Leave.

6.8.2.4 **Cadets on restriction are required to initial restriction sheets in their respective duty room within the 10-minute block of time after each 50 minute period of punishment served. For example, you have from 1250 to 1300 to sign for the 1200 hour block signifying you were present on-campus from 1200-1300.**

Restricted Cadets who fail to sign in within the specified time period for each hour will be reported as AWOL.

6.8.2.5 The Company Duty Team is responsible for ensuring the Restriction, Tours, and Confinements sheets are turned in to the Cadet Battalion Adjutant, who will ensure proper completeness prior to forwarding them to the Battalion TAC by 0800 Monday and Thursday morning.

6.8.2.6 Restriction sign-in is required on Wednesday from 1500 to 1900, on Friday 1800 to 0100; on Saturday from 0800 to 0100; and on Sunday from 0800 to 2000.

6.8.2.7 Cadets while on restriction may sign out to authorized activities on campus (e.g. ballgames, etc.); however, only authorized NCAA sporting events preclude cadets from signing each hour (for example, most basketball games are longer than one hour; therefore, it is not practical for cadets to leave the game every 50-minutes to sign restriction

sheets) If a cadet sign-outs on campus to any other location, they will be required to return each hour to sign restriction sheets in their battalion's guard room.

6.8.3 Confinements

6.8.3.1 A confinement is a 50-minute period during which confined cadets, in duty uniform with white waist belt, are required to remain in their assigned confinement classroom (or when approved by the ACD their own room which will be in MRI order) studying.

6.8.3.2 Confinements will be served by battalion in designated classrooms as outlined in Memorandum #5, dated 27 August 2014, "PROCEDURES FOR CONDUCTING BATTALION CONFINEMENTS IN CLASSROOMS." The memorandum can be found on the Commandant's Departments Website "<http://www.citadel.edu/root/commandant-and-regimental-memos>"

6.8.3.3 In the rare case where CONs may be sat in the cadets room, the following procedures apply (Only the Commandant or the ACD may direct Confinements to be sat in rooms):

6.8.3.3.1 At the beginning of the first confinement period, and after each confinement served, each confined cadet reports to the formation at the base of the company letter to be inspected. At the end of the period, the cadet signs the confinement sheet. A cadet's signature on the confinement sheet indicates understanding of confinement status and that he/she was sitting punishment in their room (as outlined in Para 6.8.3.1 above) during the previous confinement period, unless excused by a proper authority.

6.8.3.3.2 During each confinement period, the Company Duty Officer or NCO will check the room of each confined cadet at least once to ensure that confinement is being served properly. In the case of a confinement being improperly served, the Company Duty Officer or NCO will make a spot correction or mark NC (no credit) on the confinement sheet

6.8.3.4 Academic activities are the only activities in which a confined cadet is authorized to participate.

6.8.3.5 Confined cadets are not authorized visitors and will display a sign on their door which says "CONFINEMENT." The form is available at: <http://www.citadel.edu/root/commandant-administration/commandant-administration-cc-forms>.

6.8.3.6 No Credit (NC). Should the cadet fail to serve punishment (IAW Para 6.8.3.1), the cadet's punishment slot should be marked NC, and he/she will receive a performance report and no credit for the punishment. If the cadet signs for an improper confinement, the cadet will be reported to the honor committee.

6.8.3.6.1 A cadet who improperly performs punishment must sign the appropriate time block with an "NC". Those cadets who properly perform their punishments will place their own initials in the appropriate time block declaring it as an official statement.

6.8.3.7 Confinements are served on Wednesday at 1500, 1600, and 1700; on Friday at 1900, 2000, and 2100; and on Saturday at 1400, 1500, 1600, 1900, 2000, and 2100. In-season cadet athletes are allowed to serve until 2400 hrs on Friday and Saturday night. Optional Sunday 1400, 1500, 1600, and 1700 is available for in-season cadet athletes and for those cadets who were unable to serve their confinements earlier in the week—but not to exceed 12 confinements.

6.8.3.8 The maximum number of confinements served per week is 12.

6.8.3.9 During each confinement period, the Company Duty Officer or NCO will ensure that each confined cadet is serving their confinements properly. In the case of a confinement being improperly served, the Company Duty Officer or NCO will make a spot correction or mark NC (no credit) on the confinement sheet

6.8.4 Tours

6.8.4.1 A tour is a 50-minute period of time during which a cadet marches on the quadrangle at 120 steps a minute with a rifle at right or left- shoulder arms.

6.8.4.2 The cadet marches in duty uniform with white waist belt and white gloves and no name-tag.

6.8.4.3 No electronic devices, tobacco products, or other items that prevent a cadet from strictly marching a tour are allowed. Cadets will not talk with any other cadet while performing a tour, except in the performance of duty. Cadets will, to the extent possible, separate themselves from others performing tours by a minimum of one "square" on the quadrangle.

6.8.4.4 Prior to the beginning of the first tour period, each cadet with tours reports to the Battalion Duty Officer in front of the company letter to be inspected for proper uniform. After release by the Company Duty Team, each cadet with tours will report to the Battalion Duty Officer, who supervises performance of tours. The BDO will then march the Tour Cadets to Padgett-Thomas Barracks for the conduct of Tours IAW Commandant's Memo # 9 Dated 17 November 2014. (The memorandum and form can be found on The Commandant's Web Page.) Cadets who are on orders, such as "In-Season NCAA" athletes will, after informing the Battalion Duty officer, return to the control of the Company Duty Team to perform "Confinements for Tours."

6.8.4.5 After the tour period is completed, cadets will report to the Battalion Duty Officer and ensure their tour is accounted for. A cadet's receiving credit for the previous tour hour, on the tour sheet, indicates understanding of completing a proper tour and that he/she completed a proper tour during the previous tour period, unless excused by proper authority.

6.8.4.6 Cadets having both tours and confinements must walk tours first.

6.8.4.7 A cadet does not receive credit for improperly walked tours.

6.8.4.8 No other activities are allowed on the quad while tours are being walked, including crossing the quad by class privilege unless on guard duty.

- 6.8.4.9 No Credit (NC) - Should the cadet fail to serve punishment, the cadet's punishment slot should be marked NC, and he/she will receive a performance report. If the cadet signs for an improper tour, the cadet will be reported to the Honor Committee.
- 6.8.4.9.1 A cadet who improperly performs punishment must sign the appropriate time block with an "NC". Those cadets who properly perform their punishments will place their own initials in the appropriate time block declaring it as an official statement.
- 6.8.4.10 Tours are walked on Wednesday at 1500, 1600, and 1700; on Friday at 1900, 2000, and 2100; and on Saturday at 1400, 1500, 1600, 1900, 2000, and 2100. In season cadet athletes are allowed to serve until 2400 hrs on Friday and Saturday night. Optional Sunday at 1400, 1500, 1600, and 1700 is available for in season cadet athletes and for those who were unable to serve their tours earlier in the week—but not to exceed 12 tours.
- 6.8.4.11 The maximum number of tours served per week is 12.
- 6.8.4.12 Cadets may be allowed to walk accelerated tours at the end of each semester in order to meet the requirements for graduation. Accelerated tour instructions are published at the end of each semester.
- 6.8.4.13 Cadets, who have completed academic requirements for graduation and still have tours to finish, will walk these tours in accordance with accelerated tour instructions. Exceptions to this policy are at the discretion of the Commandant. Diplomas will be awarded only after their punishments are complete.
- 6.8.5 Accelerated Confinements and Tours**
- 6.8.5.1 **Accelerated Confinements and Tours can be served in accordance with the Winter and Summer Furlough orders.**
- 6.8.6 Amnesty.**
- 6.8.6.1 Amnesty may be granted by the President of the United States, a foreign Head of State, the Governor of South Carolina, The Citadel Board of Visitors, or The Citadel President.
- 6.8.6.2 Amnesty applies to all un-served punishments except those designated by this regulation as not qualifying for amnesty. Punishments not qualifying for amnesty are those stating "No Amnesty" in Annex B, plus any offense determined to be substance abuse, alcohol related, hazing, sexual assault or sexual harassment related. Amnesty only applies to events for which a PR has been written and published on the Punishment Orders prior to amnesty being granted.
- 6.8.6.3 If it is determined that an offense was committed in anticipation of amnesty, then the punishment resulting from that offense will not qualify for amnesty. This determination will be made by the Commandant.
- 6.8.6.4 Amnesty does not affect demerit totals.
- 6.8.7 Confinements for Tours**
- 6.8.7.1 Ordinarily, Tours cannot be worked or walked off, however; cadets who are designated by The Citadel Surgeon as Excused from Military Duties (XMD) serve confinements for tours on a one-for-one basis. XMD Cadets are not allowed to walk tours. Cadets sitting confinements in lieu of tours will initial each tour period with their initials and write "XMD: C's for T's" next to their tour line.
- 6.8.7.2 Confinements are also served for tours on one-for-one basis during designated midterm. A credit of 15 confinements or tours will be awarded during the mid-terms and final exam periods. In-season cadet athlete cadets will also serve confinements for tours on a one-for-one basis while on in-season orders.
- 6.8.7.3 Confinements will be served for tours on a one-for-one basis during periods of inclement weather, when requested by the Regimental Commander or Cadet Staff Duty Officer and approved by the Assistant Commandant for Discipline.
- 6.8.8 IN SEASON NCAA ATHLETES**
- 6.8.8.1 In season NCAA Athletes may serve option punishments (Confinements for Tours) on Mondays from 1500 hrs. to 1800 hrs. and again at 2000 hrs. until 2300 hrs. The cadet must notify his Company Duty Officer that he is serving these optional punishments. Additionally, the Company Duty Officer will keep track of and inspect these cadets each hour. The Company Duty Officer will then provide the ACD with paperwork showing who served these optional confinements, when they served and how many hours they served. The Company Duty Officer and the cadet serving the punishments will sign the paperwork to verify the accuracy of the report. Confinements will be served according to Para 6.8.3.1. above.
- 6.8.9 Work**
- 6.8.9.1 Occasionally cadets are authorized to perform work projects in lieu of confinements. These projects must be approved by the Assistant Commandant for Discipline.
- 6.8.9.2 Where more than one cadet is requested to perform work projects, those requests are submitted by The Citadel faculty or staff member to the Assistant Commandant for Discipline for approval.
- Upon approval of the project, the Assistant Commandant for Discipline will solicit recommendations for cadets to perform the work from the Battalion TACs.
- Cadets desiring to work for punishment must submit a work request form through their Chain of Command to the Assistant Commandant for Discipline.

- 6.8.8.3 Work for confinement credits can also include barracks cleaning details—other than restrooms/showers. Necessary cleaning details can be formed with the approval of the Company Commander, Battalion Commander, CO TAC, and BN TAC. **ALL WORK FOR CONFINEMENT CREDIT MUST BE APPROVED BY THE ACD.**
- 6.8.10 **Confinements in lieu of Tours for Academic Deficient Cadets**
- 6.8.10.1 Cadet will refer to Commandant's Memo # 8 Dated 17 November 2014 for guidance.
- 6.8.10.2 Cadets will use CC form 5 Dated November 2014 for permission to sit Confinements in lieu of Tours due to academic deficiency. (The memorandum and form can be found on The Commandant's Web Page.)
- 6.8.11 **Suspension and Remission of Punishment (Punishments Held in Abeyance)**
- 6.8.11.1 When a cadet who has been awarded a punishment order demonstrates through superior performance of duty and exemplary conduct that the punishment has served its purpose, he/she may be recommended for suspension of not more than one-third of the original award.
- 6.8.11.2 It is not automatic; a cadet who maintains a good appearance, serves punishments properly, is an asset to the company, and has learned a lesson, may have his/her punishment held in abeyance.
- 6.8.11.3 If a cadet is presently serving two punishment orders, he/she will complete one prior to being allowed to be considered for the 1/3 suspension of the second.
- 6.8.11.4 Letter/memorandum recommendations for punishments being held in abeyance must originate with the cadet and be processed in writing through the Cadet and TAC Chain of Command for approval by the Assistant Commandant for Discipline. The letter/memorandum must include lessons learned by the cadet through the discipline process.
- 6.8.11.5 Cadets with punishments held in abeyance who finish a two-month period without additional tour/confinement awards will have the suspended tours/confinements remitted when requested in writing through the Cadet and TAC Chain of Authority to the Assistant Commandant for Discipline.
- 6.8.11.6 Cadets who commit a Class I offense or have three or more unexcused class absences during the semester their punishments are held in abeyance will have the punishments restored to their punishment record.
- 6.8.12 **Appeals**
- 6.8.12.1 Cadets may appeal the award of any punishment received.
- 6.8.12.2 An appeal is submitted when the cadet feels the final punishment awarded is unjust.
- 6.8.12.3 No appeal is required when the punishment awarded is determined to be incorrect due to an administrative error.
- 6.8.12.4 Correction of administrative errors requires the cadet to point out the error either in person or in writing to the Commandant through the channels listed in the appeals chart below.
- 6.8.12.5 Appeals should focus on the justification for requesting a reduced punishment and not on information which has already been considered by the punishment authority.
- 6.8.12.6 Appeals must be submitted within 5 working days from the date of the punishment.
Appeals are submitted as shown below:

OFFENSE	THROUGH	APPROVAL AUTHORITY
Class III	Commander	Assistant Commandant for Discipline
Class II	Commander	Commandant
		President
Class I	Commandant	Suspension, Dismissal or Expulsion
		President

- 6.8.12.7 Unless otherwise authorized by the Commandant, once punishment is awarded and announced, cadets will serve punishments regardless of the status of any appeal.
- 6.8.13 **Disciplinary Guidelines**
- 6.8.13.1 Cadets may only depart campus upon the completion of all tours, cons, work, and restrictions.
- 6.8.13.2 Cadet Athlete Cadets, while on "In-Season" orders will serve confinements in lieu of tours.
Deficient Cadet Athlete Cadets may not take performance overnights.
- 6.8.13.3 A cadet must be Conduct Proficient at the time of commencement.
- 6.8.13.4 Underclass Cadets who have punishments spanning the academic year, with the approval of the Assistant Commandant for Discipline, may serve punishments during the summer cadre training periods.

6.9 REQUIRED COUNSELING

6.9.1 General

- 6.9.1.1 Counseling is an integral and very important part of the Cadet Disciplinary System.
- 6.9.1.2 Counseling is a required function for all cadet rank holders.

- 6.9.1.3 Behavioral change on the part of cadets can be greatly facilitated through effective counseling on the part of supervisors. Cadet supervisors are required by the Cadet Leadership Training Program (CLTP) to counsel subordinates concerning their performance.
- 6.9.1.4 Counseling should be used to reinforce proper behavior as well as to correct improper behavior.
- 6.9.2 **Required Counseling**
 - 6.9.2.1 Fifty Percent (50%) of Authorized Demerits: Counseling is required by TAC Officers for cadets who accumulate 50 percent of their annual demerit authorization. CC Form 98 is used and submitted for placement in the cadet's file.
 - 6.9.2.2 Seventy-Five Percent (75%) of Authorized Demerits: Counseling in the form of a Conduct Review Board consisting of the Cadet Company Commander or XO and the TAC Officer is required for cadets who accumulate 75 percent of their annual demerit authorization. CC Form 98 will be used and submitted for placement in the cadet's file.
 - 6.9.2.3 One Hundred Percent (100%) of Authorized Demerits: Counseling in the form of a Conduct Review Board consisting of the Cadet Company Commander or XO and the TAC Officer is required for cadets who accumulate 100 percent of their annual demerit authorization.
 - Referral to a Suitability Board is required for exceeding the annual demerit authorization and optional for exceeding the semester authorizations. CC Form 98 is used and submitted for placement in the cadet's file.
 - 6.9.2.4 Outstanding Performance: Cadets who display outstanding performance are counseled concerning the positive results that accrue from outstanding performance. CC Form 98 will be used and submitted for placement in the cadet's file.
 - 6.9.2.5 Cadet Counseling: Each Cadet will be counseled 1 time each school year by the Company or Battalion TAC officer. **This counseling will be accomplished using CC Form 112.** Each of the counseling forms will be submitted for placement in the cadet's file. Graduating Seniors are not required to conduct this counseling the semester they graduate.
- 6.10 **INVESTIGATIONS AND BOARDS**
 - 6.10.1 **General**
 - 6.10.1.1 Violations or suspected violations of regulations on the part of cadets are reported and the details or facts surrounding the report of an offense are most frequently determined through an ERW and face-to-face sessions between the accused and the Chain of Command or TAC Officers.
 - 6.10.1.2 In Class I Offenses where suspension, dismissal, or expulsion is the maximum punishment, or in cases where there are conflicting versions of the circumstances surrounding the offense, an Investigating Officer (IO) or Commandant's Board (CB) is appointed.
 - Only the Commandant of Cadets or his Chief of Staff may appoint an investigating officer.
 - The formalization of the fact-finding process for Class I Offenses is intended to ensure that the accused has ample opportunity to present the facts and to confront the accuser or witnesses in the presence of the IO or CB.
 - 6.10.1.3 For Class I offenses the Commandant shall set the matter to be heard by a Board or Hearing.
 - 6.10.1.4 Maximum time limits for scheduling of Hearing or Board may be extended at the discretion of the Commandant.
 - 6.10.1.5 Boards or Hearings may accept testimony by telephone or through the use of video teleconferencing.
 - 6.10.1.6 Boards or Hearings are administrative in nature and therefore do not constitute legal proceedings.
 - 6.10.2 **Commandant's Board (CBs)**
 - 6.10.2.1 CBs are composed of a Battalion TAC Officer in a grade of 0-5 or above or an Assistant Commandant as President, one other TAC Officer, a Cadet Captain or above not from the accused's battalion, and a TAC Officer, to serve as the Recorder.
 - 6.10.2.2 The accused's Commander or Executive Officer should be present at the Board.
 - 6.10.2.3 A CB or a Class I Hearing is mandatory for those offenses that carry a maximum punishment of Expulsion, Dismissal, or Suspension.
 - 6.10.2.4 Any cadet charged with an offense that could result in an Expulsion, Dismissal or Suspension is entitled to a fair and prompt Commandant's Board or Hearing.
 - 6.10.2.5 The Commandant of Cadets, with the recommendation of the Assistant Commandant for Discipline, will determine whether there will be a Hearing or a Commandant's Board.
 - 6.10.2.6 CB procedures are in outlined Chapter 11, White Book.
 - 6.10.3 **Hearings**
 - 6.10.3.1 Hearings are conducted by the Assistant Commandant for Discipline or a designated representative from the Commandant's Department.
 - 6.10.3.2 Hearings or Commandant's Boards are required for Class I offenses with Suspension, Dismissal, or Expulsion.
 - 6.10.3.3 A cadet may request a Hearing for other Class I offenses, however, granting of that Hearing is at the discretion of the Assistant Commandant for Discipline.
 - 6.10.3.4 For Class II Offenses, when requested, the offending cadet may be granted a Hearing when determined necessary by the Assistant Commandant for Discipline.
 - 6.10.3.5 Hearings are conducted in accordance with the procedures in Chapter 11, White Book.
 - 6.10.4 **Conduct Review Board (CRB)**

- 6.10.4.1 A CRB is a counseling session which consists of the Cadet Company Commander or XO and a TAC Officer along with the cadet and is mandatory for all cadets who exceed 50 percent and 75 percent of their semester demerit authorizations.
- 6.10.4.2 In cases where cadets exceed 100 percent of their semester demerit authorizations, the CRB must indicate a specific recommendation by the TAC Officer concerning suitability.
- 6.10.4.3 All cadets who exceed their annual demerit authorization are referred to a Suitability Board.
- 6.10.4.4 A CRB is also required to initiate suspension of cadets whose flagrant disregard for authority has been demonstrated by the receipt of four or more Class I or II Offenses in a semester.
- 6.10.4.5 The CRB is the only procedure that initiates the Suitability Board process.
- 6.10.4.6 In all cases where a CRB results in a recommendation for a Suitability Board, the recommendation is done in writing.
- 6.10.4.7 CRB procedures are in Chapter 11, White Book.
- 6.10.5 **Suitability Hearing (SH)**
- 6.10.5.1 SHs are convened by The Commandant of Cadets, and administered by their designated representative.
- 6.10.5.2 The purpose of the SH is to determine whether a referred cadet should be allowed to continue as a cadet, be suspended, or dismissed.
- 6.10.5.3 The SH is composed of The Assistant Commandant for Discipline, an O-3 or above faculty or staff member, and a Cadet Captain or above.
- 6.10.5.4 The Board Recorder is provided by the Office of the Commandant.
- 6.10.5.5 SH procedures are in Chapter 11, White Book.
- 6.10.6 **Appeals of Boards and Hearings for Suspension, Dismissal, or Expulsion Other Than Honor**
- 6.10.6.1 Penalties may be appealed in writing to the authority one level higher than the penalty approval authority.
- 6.10.6.2 An appeal does not provide a second forum in which to present the case.
- 6.10.6.3 The following are exclusive grounds for appeals:
 - The Hearing Officer or Board failed to follow due process;
 - That significant information has been discovered since the Board or Hearing, which would probably change the result, but which could not, in the exercise of due diligence, have been presented to the Board or Hearing.
- 6.10.6.4 Cadets and/or students who have been suspended, dismissed, or expelled by proper authority, are entitled to appeal.
- 6.10.6.5 Written petitions of appeal must state the grounds on which the appeal is based and must be received by the Office of the President within five (5) working days of the date the punishment is announced.
- 6.10.6.6 The President will then transmit to members of the Customs and Regulations Committee the petitions of appeal and all related evidence of record if required.
 - The Customs and Regulations Committee shall review the submitted record without appearance of parties or argument, and determine whether or not the appeal is meritorious.
 - If the committee determines that the petition of appeal is not meritorious, it will be dismissed with finality.
 - If the committee determines that the petition merits consideration of the Board of Visitors, it shall identify those issues to be heard by the Board of Visitors.
- 6.10.6.7 A Cadet and/or student who has been awarded punishment of suspension, dismissal, or expulsion and who has submitted a petition of appeal to the proper authority may request permission of the President to attend classes until final action is taken on the petition of appeal.
- 6.10.6.8 Once a cadet is expelled, dismissed, or suspended and the appeal process has been completed, that cadet will not wear The Citadel uniform or use a Citadel identification card, unless they are readmitted.
- 6.10.7 **Cadet's rights for Hearings and Commandant's Boards**
- 6.10.7.1 Students accused of a violation of disciplinary regulations which may lead to suspension, dismissal, or expulsion are entitled to the following:
 - To have a fair and prompt hearing before an officer or a board of officers of the College;
 - To be informed in writing of the offense (the Performance Report is notice of the charges) of which accused, and to have reasonable time to prepare a defense (when feasible, Class I offenses will be heard by a board or hearing after receipt of the ERW. Extensions can be approved at the discretion of The Commandant.);
 - In all college hearings and boards in which a student faces suspension, dismissal, or expulsion, the student may be represented by up to two student "representatives." Representatives must be students in the same academic program as the student facing disciplinary action, i.e., graduate students may not serve as representatives for cadets.
 - To present information on their own behalf;
 - To be able to submit a petition of appeal to the proper authority should the decision go against them;
 - To resign from the College at any time prior to a hearing or an appeal which they have requested.

6.11 REPORTS AND STATEMENTS

- 6.11.1 When a cadet makes an oral or written report or statement, regardless of circumstance, the report or statement is expected to be true.

- 6.11.2 Official reports will contain all the relevant facts known to the cadet.
- 6.11.3 Written reports are to be transmitted complete and unaltered.
- 6.11.4 Cadets will not use recording devices in investigations without the approval of The Commandant.
- 6.11.5 In any official investigation directed by the President, the Commandant, or their representatives, cadets are required to answer any question regarding facts within their knowledge and without regard to who may be incriminated by their answer. Refusal to answer is disobedience of orders.

6.12 CADET REDUCTIONS AND COMPANY TRANSFERS

6.12.1 Reductions

- 6.12.1.1 Rank-holding cadets may be immediately relieved of duties when it is determined that one of the following conditions exists:
 - The cadet exhibits poor leadership characteristics
 - Does not set a proper example for subordinates
 - Cadets in these categories may be reduced by TAC officers or Cadet Company Commanders.
- 6.12.1.2 Cadet Commanders, Sergeants Major, and First Sergeants shall only be reduced by The Commandant.
- 6.12.1.3 Battalion TACs will be the reduction authority for all other rank holders.
- 6.12.1.4 Rank-holding cadets will also be administratively reduced in rank if: The cadet becomes conduct deficient; the cadet becomes physically deficient.
 - Cadets become academically ineligible or have insufficient credit hours to be classified as a member of their class.
 - All reductions will remain in effect for current semester plus one. **Cadets who are not rank holders will not be eligible to be promoted for the current semester plus one.**

6.12.2 Company Transfers

- 6.12.2.1 Cadet transfers from one cadet company to another are made under one or more of the following circumstances:
 - If the Cadet exceeds the semester or annual demerit authorization, a transfer may be directed.
 - The Cadet Unit Commander with concurrence of the Company/Battalion TAC Officer recommends to The Commandant through the Chief of Staff that a transfer is required in the interest of good order and discipline within the company. In these cases, transfers within the battalion may be considered. These transfers are approved only as a last resort.
 - Good order and discipline is defined as that conduct which reinforces a positive atmosphere for morale and is a state of order and obedience existing within a command. It involves the ready subordination of the will of the individual for the good of the group.
 - A cadet who can no longer adhere to the tenets of good order and discipline can be considered for transfer but only when there is no other recourse.
- 6.12.2.2 Cadet Commanders, Sergeant Majors and First Sergeants who are reduced are also transferred.
- 6.12.2.3 Cadets receiving a Class I punishment of more than 80 tours shall receive a battalion transfer.
- 6.12.2.3.1 All transfers will be permanent.
- 6.12.3 **Corrective push-ups for upper-class cadets.**
- 6.12.4 Push-ups may be assigned **ONLY** by the individual cadet's Chain of Command (the Company Commander, Platoon Leader, First Sergeant, Platoon Sergeant, Squad Leader, and may only be executed within the barracks unless otherwise authorized by a member of The Citadel staff or administration.
- 6.12.5 **The maximum number of push-ups in a set is determined by class. The following are the number of pushups that can be assigned:**
 - 6.12.5.1 **Fourth Class Cadets: 30 First Semester; 40 Second Semester**
 - 6.12.5.2 **Third Class Cadets: 40**
 - 6.12.5.3 **Second Class Cadets: 50**
 - 6.12.5.4 **First Class Cadets: 75**
- 6.12.6 Pushups are to be a continuous 2-count exercise, performed IAW The Citadel Physical Fitness Test standards, with the exception that the new cadets will count the repetitions out loud.
- 6.12.7 Stopping cadets in the "front leaning rest" position for any period of time is not consistent with the intent of pushups as discipline or motivation and is not authorized.
- 6.12.8 **A space of 15 minutes must be observed between push-up sets.**
- 6.12.9 Push-ups may not be assigned during designated study periods ESP or periods of General Leave.
- 6.12.10 Push-ups, or any other physical activity will not be done in cadet rooms at any time. Requests for extracurricular physical training activities must be submitted through the Company Commander to the TAC for approval by the Commandant.

MERITS

1. General. The disciplinary system at The Citadel is designed to modify behavior through a system of training, counseling, rewards, and punishment. This annex provides guidance about cadet rewards in the form of merits. Merits are awarded to cadets whose performance greatly exceeds the established standard. Merits **ARE NOT** awarded solely with the intent of offsetting demerits.
2. The standard Performance Report (PR) will be used to award merits. The PR will be signed by the awarding authority as shown below and forwarded to the Commandant's Department for approval. Merits may be awarded as reflected below.
3. Merit Table

OUTSTANDING PERFORMANCE	CO	MERI	AUTHORITY
No Demerits For One Week	500	2	AUTOMATIC
No Demerits For One Month	501	10	AUTOMATIC
Outstanding Room MRI	502	5	TAC/CDT CPT NOTE 1
Outstanding Room SMI	503	7	TAC/CDT CPT NOTE 1
Outstanding Leather Shoes	504	3	TAC/CDT CPT NOTE 1
Outstanding Personal Appearance	505	7	TAC/CDT CPT NOTE 1
Outstanding Performance of Duty	506	10	TAC/CDT CPT NOTE 1
Outstanding Academic Performance, No Class Cuts for Semester	517	5	Academic Officer
Outstanding Academic Performance, GPA between 3.0 to 3.19	518	5	Academic Officer
Outstanding Academic Performance, Gold Stars	507	10	AUTOMATIC NOTE 2
Outstanding Academic Performance, Dean's List	508	7	AUTOMATIC
Outstanding Physical Performance, CPFT Score Of 280-299	509	5	AUTOMATIC NOTE 3
Outstanding Physical Performance, CPFT Score Of 300 or Higher	510	10	AUTOMATIC NOTE 3
Outstanding Service	512	10	COMMANDANT, BN TAC
Outstanding Contribution During Intramurals Member Of Bn Championship Team	511	5	AUTOMATIC NOTE 4
Battalion Individual Winner Member of Regimental Runner-Up Team	513	5	AUTOMATIC NOTE 4
Regimental Individual Runner-Up	514	5	AUTOMATIC NOTE 4
Member of Regimental Championship Team	515	5	AUTOMATIC NOTE 4
Regimental Individual Champion	516	10	AUTOMATIC NOTE 4

NOTE 1: AUTHORITY TO AWARD IS TAC OFFICER OR HIGHER OR CADET CAPTAIN OR ABOVE.

NOTE 2: GOLD STAR RECIPIENTS DO NOT RECEIVE DEAN'S LIST MERIT AWARD.

NOTE 3: ATHLETIC OFFICERS MUST SUBMIT CERTIFIED ROSTERS OF QUALIFYING CADETS.

NOTE 4: AWARDS ARE MADE BASED UPON OFFICIAL STANDINGS REPORTED BY THE DIRECTOR OF INTRAMURALS.

1. Punishment Table

OFFENSE	CLASS	CODE	MAXIMUM PUNISHMENT
Absent Without Leave (AWOL)			
Less than 30 minutes	II	260 (1)	5D/10C
30 minutes to 4 hours	II	011 (2)	10D/20T
4 hours to 24 hours	I	010 (3)	20D/40T
Over 24 hours	I	007	40D/80T and Battalion transfer
Over 48 hours	I	015	DS
Absent From:			
Tours; per missed tour)	II	020	3D/2T
Confinement; per missed con)	II	021	3D/2C
Restriction (per hour missed)	II	026	3D/2T
Home Football Game or SMI	II	027 (2)	10D/20T
Required Event (Training, Formation, Parade, LTP , Duty Team Meeting, all ins; Guard Mount, Duty Team meeting; others not specified within) [LIST EVENT MISSED ON PR]	II	028 (2)	15/30C
Class Absences:			
Leaving class without authority	II	164	3D/3C
First Unexcused Absence	II	142	5D/10C
Second Unexcused Absence	II	143	5D/10C
Third Unexcused Absence	II	144	5D/10T
Fourth Unexcused Absence	II	145	5D/10T
Fifth Unexcused Absence	II	146	5D/10T
Sixth or more Unexcused Absences	II	147	10D/20T
Late to Class/formation	III	151(1)	5D
Abuse of Authority/Intimidation			
Major	II	030	Dismissal
Minor	II	031 (3)	10D/40T
Alcohol:			
Failure to report an alcohol related violation	II	039	20D/40T*
Alcohol Related Incident on/off Campus	I	040	30D/60T*
Providing Alcohol to Minor	I	048	40D/80T* and Battalion transfer
Open Alcohol Container on/off Campus (empty)	II	041	20D/40T
Possession/Use by Minor off Campus First Offense	II	042	20D/40T*
Possession/Use by Minor off Campus Second Offense	II	045	60D/120T* and Battalion Transfer
Possession/Use on Campus First Offense	I	043	40D/80T* and Battalion transfer
Possession/Use on Campus - Second Offense	I	044	60D/120T* and Battalion transfer
Charged with a DUI (Write up as Conduct Unbecoming a Cadet)			
Third or More Cumulative Alcohol Offenses during Cadet career	I	049	DS*; Mandatory Conduct Review Board
Appearance:			
Gross Personal Appearance (any 4 or more below offenses)	II	050 (1)	5D/10C
Improper Uniform Minor (any 2 or more below offenses)	III	052 (1)	3D/5C
To include but not limited to: Improperly Shined Shoes, Button missing, Defaced Brass or insignia, no nametag or collar insignia, tarnished or scratched brass, unserviceable item, dirty uniform, No or improper haircut or shave. Items must be listed on PR.			

KEY: D=demerit; C=confinement; T=tour; S=suspension; DS=dismissal; E=expulsion;
 *no amnesty; \$=pay for damages; (1)=Company Commander Adjudicates;
 (2)=Company TAC Adjudicates; (3)=Battalion TAC Adjudicates

Note: All alcohol related offenses require offender to attend alcohol abuse evaluation at The Citadel Counseling Center; see the CADIC and complete an online alcohol sanctions training; alcohol offenders are not eligible for work or amnesty.

OFFENSE	CLASS	CODE	MAXIMUM PUNISHMENT
Appearance:			
Unauthorized activity in uniform: to include but not limited to: Smoking, Chewing, or Eating in uniform outdoors, Failure to wear cover, wearing someone else's nametag (item must be listed on PR	II	062 (1)	5D/10C
Assault	I	150	Expulsion*
Barracks			
Breach of Barracks, i.e., unauthorized departure from barracks	I	070	40D/80T and Battalion Transfer
Unauthorized Selling (T-shirts, food, etc.)	II	073 (3)	20D/40T
Tampering with locks, gates window security screens, door handles, floors	II	069 (3)	20D/40T \$
Clothing/Uniform			
Unauthorized wearing of civilian Clothing First Offense	II	083 (1)	10D/20T
Second Offense and greater	II	080 (2)	20D/40T
Improper wear of uniform (includes Blazer uniform)	II	084 (2)	10D/20C #
Unauthorized Civilian Clothing in room	II	086 (1)	5D/10C
Driving on/off campus in other than prescribed leave uniform	II	178 (1)	5D/10C
Use of cell phone in uniform outside barracks	II	179 (1)	5D/10C
Conduct			
Conduct unbecoming a cadet	I	087	E*
Bringing discredit to The Citadel	I	088	DS*
Disruptive on campus: Specify location on PR (i.e. classroom, barracks, etc.)			
Major	II	104 (3)	20D/40T
Minor	II	089 (2)	10D/20C
Obscene language/gestures in public:	II	300 (2)	10D/20C
Failure to render proper military courtesies:	II	092 (1)	5D/10C
Inappropriate conduct	II	094 (2)	10D/20T
Branding, Self	I	097	40D/80T and Battalion Transfer
Sitting in car during ESP	II	254 (1)	5D/10C
Undermining the Chain of Command	I	013	60D/120T and Battalion Transfer
Interfering or obstructing a disciplinary investigation	I	006	60D/120T and Battalion Transfer
Serious Sexual Activity on Campus	I	105	E*
Disrespect			
To a College Official	I	108	DS*
Insubordination	I	100	S*
Direct threat to a cadet superior officer or NCO	I	101	30D/60T
To a member of the Guard in accomplishment of duties	I	102	S*
Drugs			
Use, sale, possession or solicitation of prohibited/controlled substances or drug paraphernalia	I	110	E*
Inappropriate use of prescription drugs by a cadet for whom the drug is prescribed by a physician	I	111	30D/60T*
Acts which support or encourage prohibited/controlled substance use	I	112	30D/60T*
Toleration of prohibited/ controlled substance use, sale, possession or solicitation of prohibited/controlled substances or drug paraphernalia	I	118	E*
Bartering, trading, giving, soliciting or receiving prescription drugs to or from another cadet	I	107	E*

KEY: D-demerit; C-confinement; T-tour; S-suspension; DS-dismissal; E-expulsion;

*no amnesty; \$-pay for damages; # if Blazer Uniform, the Blazer will not be worn by the offending cadet for 30 days; (1)=Company Commander Adjudicates; (2)=Company TAC Adjudicates; (3)=Battalion TAC Adjudicates

OFFENSE	CLASS	CODE	MAXIMUM PUNISHMENT
Duty			
Neglect of Military/ Academic Duty:			
Major	II	121 (3)	10D/20T
Minor	II	122 (2)	5D/10C
Explosives/Firearms/Ammunition:			
Unauthorized possession/use on campus	I	130	DS*
Unauthorized use of fireworks on campus (include MRE bombs)	I	132	60D/120T and Battalion transfer
Failure to properly register firearms and/or ammo	I	133	30D/60T
Possession of a dangerous weapon (other than firearm on campus)	II	430	10D/20T
Membership in extremist organization/gang	I	140	DS*
Possession of a false ID card	I	141	60D/120T and Battalion transfer
Fourth Class System			
Upper Class violation			
Major (e.g. but not limited to: unauthorized physical activity; running of stairs; satellites; Depriving Knobs of food ; etc.)	I	160	Suspension*
Minor: To include but not limited to: Upper Class getting within arm length of a Fourth Class Cadet, Upper-class borrowing any item from 4th class	II	161 (3)	10D/20C
Leadership - Violation of the Citadel Training Model (CTM) Standards	II	272 (2)	10D/40C
Denying cadet authorized privilege (including wear of company letter)	II	177 (2)	10D/20C
4th Class Violations; Indifference to fourth class-system			
Major Specify offense on PR	II	162 (3)	10D/20T
Minor Specify offense on PR	II	163 (3)	10D/20C
To include but not limited to: Failure to know Fourth Class knowledge, Failure to walk at attention, failure to give right of way, improper position of attention, laxity on gallery, unauthorized uniform on gallery, unauthorized use of steps, walking in an unauthorized area; etc.			
Repeated minor violations by Fourth Class Cadet	II	176 (2)	5D/10C
Fraternization	II	180 (3)	20D/40T
Gambling	II	190 (3)	10D/20T
Haircutting, possession of barber equipment/cutting own hair or cutting another cadet's hair (anywhere on campus)	II	191 (2)	10D/20T
Hazing or Toleration of Hazing	I	200	E*
Failure to intervene or report Hazing or Fourth-class system violations	I	202	40D/80T*and Battalion Transfer
Improper Tour	II	351 (1)	3D/2T no credit for tour
Improper Con	II	352 (1)	3D/2C no credit for con
Indecent Exposure	I	230	E*
Judgment			
Gross Poor Judgment	II	250 (3)	20D/40T
Poor Judgment	II	252 (3)	10D/20C
Leave/Pass			
Abuse of leave/pass/ No CP	II	270 (1)	10D/20C
Failure to sign in/out	II	271 (1)	5D/10C

KEY: D=demerit; C=confinement; T=tour; S=suspension; DS=dismissal; E=expulsion;

*no amnesty; \$=pay for damages, (1)=Company Commander Adjudicates;

(2)=Company TAC Adjudicates; (3)=Battalion TAC Adjudicates

OFFENSE	CLASS	CODE	MAXIMUM PUNISHMENT
Mess Hall			
Unauthorized taking of food	II	280 (1)	5D/10C
Depriving any cadet of food (including beverage/condiments, etc.)	I	282	40D/80T*and Battalion Transfer
Uncertified Mess Carver at head of Mess/Unauthorized Upper Class Cadet at 4th Class Mess	II	283 (1)	5D/10C
Misappropriation of funds	I	290	DS*
Orders:			
Direct disobedience of a lawful order	I	310	DS*
Avoiding strict compliance with a lawful order:			
Major	II	311 (2)	10D/20T
Failure to report as ordered	II	313 (1)	5D/10C
Abuse of privileges	II	320 (2)	15D/30C
Assumption of unearned privilege	II	322 (2)	20D/40C
Pornography:	I	330	30D/60T
Property - Deliberate damage to personal or school property:			
Major	I	340	60D/120T \$ & Battalion transfer
Minor	II	341 (3)	10D/20T \$
Public display of affection in uniform	III	350 (1)	5D/10C
Racism - (commission of an act of an immoral or vicious nature):			
Major	I	360	E*
Minor	I	361	30D/60T*
Rifle:			
Unauthorized removal from campus	I	370	DS*
Rifle not locked in rifle rack	II	376 (1)	10D/10C
Leaving unsecured (other than rifle rack)	II	371 (1)	10D/10T
Failure to know rifle/butt number	III	372 (1)	3D
Loss of government weapon	I	134	S*
Rusty, Dusty, Dirty	III	373 (1)	7D
Room:			
Bringing unauthorized person(s) into room/barracks	I	380	60D/120T and Battalion transfer
Upper Class Cadet in Fourth Class Cadet's room during ESP or vice versa/Upper Class Cadet in Fourth Class Cadet's room other than the cadet's Chain of Command for official business only	II	413 (2)	5D/10T
Failure to comply with open door/lights on policy when member of opposite gender in room or Upper Class Cadet in a Fourth Class Cadet's room or vice versa	I	414	30D/60T
Room unprepared for inspection	II	325 (2)	10D/15T
Failure to report and obtain OSD number for room damage	II	326 (2)	5D/10C
Failure to report unauthorized person in barracks	I	381	60D/120T and Battalion transfer
Visiting during unauthorized times	II	385 (1)	5D/10C
Entering a vacant/empty room	II	382 (1)	10D/20C
Tampering with door latches/locks//handles/secured windows	II	406 (2)	10D/20T
Room in gross disorder (4 or more distinct items listed below)	II	384 (1)	5D/10C

KEY: D-demerit; C-confinement; T-tour; S-suspension; DS-dismissal; E-expulsion;

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OFFENSE	CLASS	CODE	MAXIMUM PUNISHMENT
Room in disorder (3 or less distinct items listed below)	II	328 (1)	10D
To include but not limited to: Appliance on-room unoccupied, Bed not/improperly made, Dirty Sink, Dirty item in room, dusty room, Floor not/improperly swept, item(s) displayed improperly, no class card on door, no room orderly posted, pictures/posters etc. on wall, dirty/dusty adjacent gallery, trash in transom/window sill/ trash can, unauthorized item in room, incorrect or no name tag or CWID#			
Creating a disturbance in room (Loud music, TV, talking, etc.)	III	389 (1)	10D
Unauthorized late lights	III	395 (1)	10D
Room improperly arranged	III	400 (1)	10D
Sweeping/throwing trash onto galleries	III	401 (1)	5D
Valuables unsecured	III	404 (1)	10D
In bed during unauthorized time (MRI)	II	405 (1)	5D/10C
Unauthorized electrical appliance	II	327 (2)	10D/20C
Failure to secure room	II	444 (1)	10D/20C
Repeated Minor Offenses:			
Awarded by Company CO	II	440 (1)	5D/10C
Awarded by Battalion CO	II	441 (1)	8D/16C
Awarded by Regimental CO	II	442 (1)	10D/20C
Awarded by TAC Officer	II	443 (2/3)	10D/20T
Sexual Harassment or Sexual Violence	I	410	E*
Toleration of Sexual Harassment	I	415	60D/120T* and BN Transfer
Spitting in other than proper receptacle	II	409 (2)	5D/10C
Social Media et al: Inappropriate language, pictures, or behavior on cell phone text messages and computers/networks.			
Major	I	009	E*
Minor	II	008	60D/120T and Battalion transfer*
Unauthorized Employment:			
Major (Off Campus)	I	420 (3)	30D/60T
Minor (On Campus)	II	421(3)	20D/40T
Vehicles - Traffic Offense on Campus	II	075 (3)	20D/40C
Cadet with car in restricted area	II	076 (3)	20D/40C
Failure to stop at gate when required	II	077 (3)	10D/20T
Parking in unauthorized space (on-campus)	II	078 (3)	10D/20C
Repeated parking violations (more than 2)	II	074(3)	15D/30T
Registration violation	II	079 (3)	5D/10T
Unauthorized use on campus	II	081 (3)	5D/10C
Four or more vehicle offenses	II	082(3)	20D/40T and loss of parking privilege for 1 year.

KEY: D-demerit; C-confinement; T-tour; S-suspension; DS-dismissal; E-expulsion;

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ANNEX C FORM FOR DRUG TESTING CONSENT AGREEMENT

**THE CITADEL
THE MILITARY COLLEGE OF SOUTH CAROLINA
CHARLESTON, SOUTH CAROLINA**

Consent to Drug Testing

I hereby acknowledge that I have been advised of The Citadel's "Policy on Hallucinogenic, Narcotic, and Other Controlled Drugs and Substances and Drug Paraphernalia and Drug Testing Policy." I hereby further acknowledge that I am aware of the following specific requirements of that policy (initial each item in the space provided indicating you have read it):

- _____ The Citadel will not tolerate the possession, solicitation, distribution, sale, or use of hallucinogenic, narcotic or other controlled drugs or substances of drug paraphernalia.
- _____ Violation of The Citadel's policy on controlled drugs and substances and drug paraphernalia may result in my being expelled from The Citadel.
- _____ I may be required to submit to unannounced random drug testing during the academic year.
- _____ I may be directed to submit to drug testing by officials of The Citadel if a reasonable suspicion of drug use by me exists.
- _____ Refusal to submit to drug testing in accordance with The Citadel Drug Testing Policy will be regarded as the equivalent of a positive drug test and can also result in my being expelled from The Citadel.

I have read and I understand The Citadel's "Policy on Hallucinogenic, Narcotic, and Other Controlled Drugs and Substances and Drug Paraphernalia," and by signing this form I agree to abide by the terms of that Policy, and I hereby agree to The Citadel Drug Testing Policy, and I consent to be tested for controlled drugs and substances as required by that policy. I further agree that refusal to submit to testing as required by The Citadel Drug Testing Policy may subject me to being expelled from The Citadel.

Print Full Name

Signature by Cadet

Street Address

Signature by Parent/Guardian (if minor)

City State Zip code

- a. Hazing is behavior which is inconsistent with The Citadel Core Values and dangerous to the well-being of others. Hazing is prohibited. Hazing is a violation of South Carolina Law and Citadel Regulations and is punishable by up to expulsion from The Citadel. Allowing any hazing to occur, condoning acts of hazing, or failure to immediately stop an incident of hazing where direct physical injury is most likely is also punishable by up to expulsion from The Citadel.**
- b. Hazing is defined as a wrongful striking, an unauthorized laying hand upon, threatening with violence, or offering to do bodily harm by any student to another student, or any other unauthorized treatment by one student toward another student of a tyrannical, abusive, shameful, insulting, or humiliating nature; or otherwise requiring any student to perform any personal service for another student except as specifically provided for in Cadet Regulations.**
- c. Unauthorized physical activity may be considered hazing.**

(From The Blue Book Regulations, dated 1 July 2015)

65

Change Sheet for Blue Book for 2015-2016 School Year (1 July 2015):

Chapter & paragraph	Page(s)	Changes
1.5.4	8	1.7.4 Added: <u>“Unauthorized physical activity may be considered Hazing.”</u>
1.18.3.8	15	Better defined where cadets may not ride or drive vehicles while in duty or PT uniform.
2.3.3.6	20	Added the Chapel as an authorized place to study during
2.3.15.4	22	Added: “Cadets may not smoke, use e-cigarettes or use smokeless tobacco in uniform outside in public. Designated tobacco use areas of restaurants and other such buildings/establishments is permissible”
2.4.1.4.1	22	Clarified that cadets wear a “conservative” watch.
2.4.2.5.5.	25	Added: “Requirements for any extensions to any leave/absence (other than medical leave) must have the approval of the appropriate TAC Officer/OC or the Commandant’s office”
2.4.2.6.1/.3	25	Reflects changes made to All-In and All –Right Challenges/Responses.
2.4.5.3	26	Changed to read: “Cadets will be allowed to tailgate at Johnson Hagood stadium during this period (before the game); however, they are not authorized to consume alcoholic beverages while at the tailgate. Cadets will not be allowed to Tailgate during the game to include at Half-Time.”
2.4.6.5	26	Added for Guard Duty: “Only those cadets that were up performing guard duties after 2400 hours are authorized to be in bed during the morning study period the next day”
2.4.9.4.	27	Authorizes Seniors (Classified 1A or 1B) to break down their room from standard in White Book.

2.4.11.2.4.	28	Added: “Academic 1A Seniors can rearrange their rooms, outside of White Book standards, as long as the room is safe for ingress and egress in case of emergencies and that the furniture is not stacked on top of each other”
3.6.2.15	36	Added: “Fourth Class Cadets will speak in a conversational tone of voice between retreat and reveille”
3.8	39-40	Changed Fourth Class Knowledge Requirements. This includes what needs to be learned and by what date. This is the only Knob Knowledge Requirements under the Fourth Class System. Sources include the Blue Book, Honor Manual, White Book, Guidon, CTM and the Guide for LDP. It also tasks the leadership with the responsibility to ensure that the Fourth Class learn the required Knob Knowledge.
3.9	40	Changes the Fourth Class Push-Ups. Changes the Fall limit to 30 and the spring limit to 40 per set and closing the time between push-ups from 30 minutes to 15 minutes between sets.
3.11	41-42	Updates First Class Mentor Program to reflect the current leader development model of “servant leadership” This includes roles and responsibilities for the seniors, freshman and company leadership as well as the objectives of the program. .
4.3.25	45	Updates the membership of the Mess Council to remove the Assistant Commandant for Personnel and Logistics and adding the Assistant Commandant for Operations and Training. .
5.2.2.3.	46	Extends MRI times to Noon and prohibiting cadets from being in their bed until Noon.
Chapter 6	48-57	Consolidated information throughout chapter to reduce repetition and moved some items to more appropriate location in chapter.
6.6.2	50	Changed paragraph to reflect processing a Performance Report using the new automated Cadet Accountability System (CAS).
6.8.2.4	51	Clarified when Restrictions must be signed to stop back signing restrictions (which is prohibited).

6.8.8.	534	Added Paragraph: IN SEASON NCAA ATHLETES: In season NCAA Athletes may serve option punishments (Confinements for Tours) on Mondays from 1500 hrs. to 1800 hrs. and again at 2000 hrs. until 2300 hrs. The cadet must notify his Company Duty Officer that he is serving these optional punishments. Additionally, the Company Duty Officer will keep track of and inspect these cadets each hour. The Company Duty Officer will then provide the ACD with paperwork showing who served these optional confinements, when they served and how many hours they served. The Company Duty Officer and the cadet serving the punishments will sign the paperwork to verify the accuracy of the report. Confinements will be served according to Para 6.8.3.1. above..
6.8.8.3	53	Added paragraph work for confinement credit and approval authorities
6.8.8.4	53	Formalized in regulation Confinements in lieu of Tours for academic deficient cadets.
610.7.1.	56	Updated Cadet Rights to reflect what is in the College Regulation. “In all college hearings and boards in which a student faces suspension, dismissal, or expulsion, the student may be represented by up to two student “representatives.” Representatives must be students in the same academic program as the student facing disciplinary action, i.e., graduate students may not serve as representatives for cadets.”
6.13	57	Added New Paragraph on Corrective push-ups for upper-class cadets. “Fourth Class Cadets: 30 First Semester; 40 Second Semester; Third Class Cadets: 40; Second Class Cadets: 50; First Class Cadets: 75”
Annex B	59-63	Annex B was updated as follows: 1) broke out some offenses so they may be adjudicated at lower levels, thereby empowering the cadet leadership; 2) removed unused and superfluous offenses; 3) Reduced some punishments to confinements from tours; 4) consolidate some offenses for ease of inspectors.

Change 2 Sheet for Blue Book for 2015-2016 School Year (1 July 2015):

Chapter & paragraph	Page(s)	Changes
All		Most changes reflected in this edition correct typographical errors.
1.14.1	13	Corrected COC Phone cell phone number to reflect new number
1.15	14	Removed all references to storing ammunition on campus.
3.9	41	Added to Push Ups for freshman cadets: "may only be executed within the barracks"
3.9/6.12.3	41/57	Changed when push-ups cannot be done to ESP only
Annex B	61	Corrected punishment to 10D/20C for code 161