

## 610 CMR: BOARD OF HIGHER EDUCATION

### 610 CMR 5.00: HAZING REPORTING

#### Section

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#### 5.01: Scope and Purpose

610 CMR 5.00 governs the content and frequency of reports that Massachusetts public and private institutions of post secondary education must file with the Board of Higher Education regarding the distribution and acknowledgment of receipt of copies of the hazing laws and the adoption by public and private institutions of post secondary education of a disciplinary policy with regard to the organizers and participants in hazing activities.

#### 5.02: Definitions

As used in 610 CMR 5.00:

Board. Board of Higher Education, a state agency established pursuant to applicable provisions of M.G.L. c. 15A.

College or University. A public or private institution of higher education chartered, located, offering courses, or otherwise doing business in the Commonwealth leading to the award of a degree, or any educational institution chartered, incorporated or organized in another state conducting courses within the Commonwealth available to residents of the Commonwealth leading to the award of a degree.

Commissioner. The chief executive and administrative officer of the Department of Higher Education and the Board of Higher Education, pursuant to M.G.L. c. 15A § 6.

Hazing. As defined in M.G.L. c. 269, § 17.

Public or Private Institutions of Post Secondary Education or Institution. An institution located within Massachusetts which provides formal instructional programs with a curriculum designed primarily for students who have completed the requirements of a high school diploma or equivalent. This includes programs of an academic, vocational or continuing professional education, degree-granting colleges and universities, and non-degree-granting institutions.

Unaffiliated Student Group, Team or Organization. Any group, team or organization that operates on or in conjunction with the campus of a college or university, but is not under the authority of the college or university.

#### 5.03: Reporting Requirements

##### (1) Content of Report.

- (a) Reports required by M.G.L. c. 269, § 19 shall include the following certifications:
1. that the institution has complied with the responsibility to inform student groups, teams or organizations of the provisions of M.G.L. c. 269, §§ 17 and 18;
  2. that the institution has notified each full-time student enrolled by the post secondary educational institution of the provisions of M.G.L. c. 269, §§ 17 and 18;
  3. that the institution has adopted a disciplinary policy with regard to the organizers and participants of hazing;
  4. that the institution's disciplinary policy with regard to the organizers and participants of hazing has been set forth with appropriate emphasis in the student handbook or that a similar means of communicating the institution's policies to its students has taken place.
- (b) Said report shall be signed by the president or chief executive officer of the public or private institution of post secondary education or his or her designee.

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5.03: continued

(c) The Board may, upon request, furnish a reporting form to the public or private institution of post secondary education, or authorize alternative reporting formats including facsimile transfer, electronic mail or other formats capable of transmitting the report to the Board's designated recipient.

(2) Frequency of Reports. Each public or private institution of post secondary education shall annually file its compliance report with the Commissioner of Higher Education or his or her designee on or before July 31<sup>st</sup> of each year. Said report shall cover the period July 1<sup>st</sup> through June 30<sup>th</sup> inclusive. Any public or private institution of post secondary education that requires an extension of the July 31<sup>st</sup> reporting deadline shall forward a written request for an extension to the Commissioner or his or her designee at least 30 days before July 31<sup>st</sup> which shall include justification for the extension and specify the date by which the public or private institution of post secondary education's report will be filed. No extension shall be granted beyond September 1<sup>st</sup> of the year which the report is due.

(3) Notification to the Attorney General. The Board shall report to the Attorney General any public or private institution of post secondary education that fails to submit a report by July 31<sup>st</sup> of each year or by any date of extension granted by the Board.

REGULATORY AUTHORITY

610 CMR 5.00: M.G.L. c. 269, § 19.