

MANUAL OF PROCEDURE

PROCEDURE NUMBER: 4060

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PROCEDURE TITLE: Psychological Assessment

STATUTORY REFERENCE: FLORIDA STATUTE 1001.65

BASED ON POLICY: IV-5 Student Rights and Responsibilities

EFFECTIVE DATE: May 22, 1978

LAST REVISION DATE: May 12, 2010

LAST REVIEW DATE: May 12, 2010

I. PURPOSE

To provide Miami Dade College with a procedure whereby students who have been adjudged psychologically unfit to be enrolled at the College may be denied admission, or if already enrolled, dismissed.

II. PROCEDURE

- A. Students whose admission documents state or suggest the possibility of them being psychologically unfit may be denied admittance to the College. In such cases, these students' records are referred to the Student Dean who will consult with appropriate on-campus professionals, seek outside professional help if necessary, and make a recommendation to the Campus President on the suitability of the person for enrollment at Miami Dade College. The decision of the Campus President in cases of admission shall be final.
- B. If, after enrollment at the College, a member of the professional staff believes that a student may be psychologically unfit to attend the College, the professional staff member should first consult with the department chairperson or immediate supervisor. During this conference, the professional staff member and immediate supervisor, in collaboration with the Student Dean, must consider if the individual can benefit from the educational process at the College; and whether the demands upon the College created by this person may be so excessive as to interfere with the education of other students. If, after such consultation, it is decided that the student can benefit from educational services at the College and does not make an excessive demand on the professional staff member or the College's resources, the student should be directed to whatever resources exist at the College that best serve the student's needs.

C. If, after a professional staff member, chairperson or immediate supervisor consultation it is still believed that (a) the student cannot benefit from the educational processes of the College (b) enrollment would make excessive demands on the College's resources; or (c) the student is disruptive to the College educational environment; the student must be referred to the attention of the Student Dean. The referral should be accompanied by a written description of the behavior exhibited, or the lack of progress observed so as to assist the Student Dean in deciding upon a course of action.


D. Students who have been admitted to Miami Dade College, but because of their actions on campus are believed to be psychologically unfit to be a member of the student body, may be required by the College to be examined by a licensed psychiatrist, psychologist or physician.

This examination may be at the expense of the College and will be used to provide Miami Dade College officials with medical and/or psychiatric or psychological information to assist them in determining the advisability of the student's continued enrollment. Each campus shall make prior arrangements with a licensed psychiatrist, psychologist, and/or physician to provide a medical and/or psychological evaluation for students who may be suspected of being psychologically unfit to be enrolled at the College.

E. The Student Dean depending upon the severity of the present situation, may either (1) immediately dismiss the student from the institution, or (2) may allow the student to proceed until such time as a more detailed evaluation can be rendered by on-campus professional personnel or upon the receipt of a psychiatric/psychological or medical report from a licensed professional outside the college. Based on reports required in D. above, the Student Dean will take action on the student's enrollment. If the student wishes to appeal the action of the Student Dean, this would be done through the Campus President's Office.

F. When students are refused admittance or are dismissed from the College, the Student Dean should advise them in writing as to the conditions under which and/or date when they may reapply.

G. The Registrars' Office will be informed of the decision so that a hold can be placed on the student's records to prohibit any future re-enrollment at the College unless authorized.

	
5/12/2010	
PRESIDENT	DATE