Ashland University
Minors on Campus Policy and Procedures

Purpose:
The State of Ohio age of majority is 18 years of age, therefore students who will be under the age of 18 at
the time they apply at Ashland University require the signature of a parent or legal guardian on
application and contractual documents. The following policies ensure that students under the age of 18
and their parents/guardians have reviewed and agree to the Ashland University policies and procedures.

This policy is intended to specifically address issues pertaining to minor students. For more information
about University policies and procedures addressing minors in other scenarios, please see the University
Protection of Minors Policy.

Policies:

Admission of Minors as Full-Time Undergraduate Students

The Ashland University Director of Admissions, or designee, is charged with reviewing all new student
applications and flagging any students that are not 18 years old by the first day of classes to necessary
designees.

Admission to the institution may be granted, as long as all other admissions requirements are met, and if
the student will be 16 years old by their first day of arrival. Admission may also be given to any student
in College Credit Plus program or enrolling in on-line classes regardless of age. Any applicant under the
age of 16 years old by their first day of arrival must have their admission approved on a case-by-case
basis by the Vice President of Student Affairs.

Academic, Residential Life & Employment

A. Minor Students in Classes and Labs. Some students in AU classes and laboratories are
minors. Students enrolled in College Credit Plus sometimes take courses at the University, and some
undergraduate students matriculate before they have attained the age of 18. Minors who take courses
and/or participate in University programs are expected to follow course requirements and the
behavioral expectations of all other AU students, including all University policies for
students. Minors and their parents should be aware AU courses are not specifically designed for
minors and may include activities, conversations, or topics that would not normally be presented to
minors. AU is not responsible for ensuring that course content is appropriate for minors.

Prior to commencement of classes and programs each semester, the Office of Records and Registration
will notify faculty members of the students enrolled in their courses who are minors. Faculty shall be
mindful of the minor status of such students and consider whether any particular measures are
necessary with respect to such students. Faculty members who have questions about minors in their
classes or in out-of-classroom events and programs should contact the Dean of the College or Vice
President of Student Affairs. The Dean or Vice President of Student Affairs is responsible for assisting
faculty members in determining whether any particular measures should be taken with respect to
minors.

B. Minors Who Live on Campus. Because some enrolled students start school before they have attained
the age of 18, AU may have minors who live in residence halls. Minors living in residence halls are
expected to follow the same rules as all other AU students. Before minors move into a residence hall,
the residence hall staff members will be notified of their minor status and birth date. Residence hall
staff members shall be mindful of the minor status of such students and consider whether any
particular measures are necessary with respect to such students. Staff members who have questions
about minors living on campus should contact the Vice President of Student Affairs.

Created: June 15, 2018  Updated 6/23/2022
C. Study Abroad and Mission Trips. Students under the age of 18 years old may not participate in study abroad programs or in mission trips.

D. Employment of Minor students. Occasionally, AU may hire a minor student to fill a department position or a student (i.e. work study) position. The Human Resources Office must authorize the hiring of any minor. In the event that a minor is hired by AU, the Human Resources Office will inform the supervisor that the student is under age 18 and will help the department address any legal or HR policy requirements prior to hiring. Discretion should be used when assigning tasks to minors that would not be appropriate for students under the age of 18.

Overnight Visits Involving Minors

A. General Rules. Students residing in college owned housing are welcome to host overnight guests provided that they comply with the AU Visitation Policy, Escort Policy and Guest Responsibilities. All guests (including guests under the age of 18) must agree to abide by applicable rules related to the campus guest policies. In addition, the parent(s)/guardian(s) of guests who are under the age of 18 must sign a campus visit permission and waiver form.

B. Overnight Visits by Prospective Students. AU sometimes arranges for prospective students to visit the campus on an overnight stay. All visits by prospective students should comply with the AU Offices of Admission Overnight Visit Policy and should be coordinated through the AU Office of Admission. Prospective students who are staying overnight (and their parents if the prospective students are under 18) will be required to sign a campus visit waiver and must agree to abide by applicable rules related to overnight visits.

Required Releases

- College Environment Acknowledgement Release
- Housing Contract
- (Add releases here)

__________________________________________________________
Date ________________

Rick Ewing, Vice President of Operations and Management

__________________________________________________________
Date ________________

Keith Ramsdell, Vice President for Enrollment Management and Marketing

__________________________________________________________
Date ________________

Dr. Robert Pool, Vice President of Student Affairs

__________________________________________________________
Date ________________

Josh Hughes, Director of HR & Legal Affairs

__________________________________________________________
Date ________________

Dr. Amiel Jarstfer, Provost, Ashland University

__________________________________________________________
Date ________________

Dr. Carlos Campo, President, Ashland University

Created: June 15, 2018  Updated 6/23/2022