

AUC Alumni ID Card and Conduct Policy

Policy Statement

AUC Alumni can obtain an alumni ID card through the office of Advancement and Communications. The alumni ID card allows access to AUC campuses and properties. As members of the AUC community, alumni continue to enjoy many [AUC services](#). Alumni are subject to [AUC policies](#) while on AUC property or during participation in AUC events. Violation of AUC policy may result in removal from AUC property and/or temporary suspension of the alumni ID card. Consistent conduct unbecoming of a member of the AUC community or repeat offenders of AUC policy by alumni can result in permanent withdrawal of the alumni ID card.

Reason for Policy

The AUC Alumni ID Card and Conduct Policy serves to remind alumni of expectations for behavior as members of the AUC community and to document expected outcomes in the event of violation to University policies.

Who Approved this Policy

Vice President, Advancement and Communications
Associate Vice President of Advancement
Executive Director of Alumni Engagement and Annual Fund

Who Needs to Know this Policy?

AUC Alumni
AUC Alumni Council members
University Safety and Security office

Web Address for this Policy

<https://www.aucegypt.edu/about/university-policies>

Contacts

Responsible University Official: Raymonda Raif, executive director, alumni engagement and AUC fund programs

Responsible University Office: Office of Advancement and Communications

If you have questions about this policy

1. Call Raymonda Raif at X2380 or email at monda@aucegypt.edu
2. Call Manar Ayoub at X2388 or email at manara@aucegypt.edu

Policy

Alumni ID Card Issuance

AUC alumni ID cards are issued through the Office of Advancement and Communications during normal University business hours, as well as during most alumni events. During AUC's centennial year (2019), the alumni ID card will be re-branded in celebration of AUC's 100 years in Egypt and issued with a validity period of 5 years. The cost of the alumni ID card is EGP100.

Campus Access

Alumni should be familiar with AUC's [Campus Access policy](#) which states, in part, that AUC is a private institution and access to its campuses, facilities, buildings and properties is permitted with AUC consent. AUC will always strive to protect the central educational purpose for which it was established, and must therefore conserve its resources, both physical and financial. The University reserves the right to determine who may enter its property and may refuse entry to any individual.

Violation of University Policy

AUC alumni are valued members of the AUC community. As such, alumni enjoy the benefits and services of community members and are subject to its collective policies. Violation of University policy will result in an investigation and possible sanctions determined by University safety and security officials, the executive director of alumni engagement and annual fund office, and an official from the University office having jurisdiction over the policy violated, if applicable.

Alumni are subject to the wide array of possible fines and sanctions as any other member of the AUC community. When a violation occurs, the Office of Safety and Security issues a report of the violation and notifies the executive director for alumni engagement. First and minor violations may result in a warning letter issued to the alumnus/alumna. Repeat or serious offenses will

trigger a thorough investigation by the University's security office, the result of which will be reviewed by the executive director of alumni engagement and annual fund (or designee) and senior University administration. A substantial fine or temporary or permanent suspension of the alumni ID card may result. In the event of revocation of an alumni ID, the card's validity will be nullified in the University's system, prohibiting access to AUC property.

History/Revision Dates

Origination Date: December 11, 2017

Last Amended Date:

Next Review Date: