

**Washburn University  
Athletic Training Program  
VIOLATION POLICIES AND DISCIPLINARY PROCEDURES**

**Violation of Code of Conduct and ATP Policies:**

Students who violate the supervision guidelines, code of conduct, dress code, academic requirements or other policies of the ATP or of their Clinical Preceptor may be subject to disciplinary procedures. The Program Director will document and address every disciplinary situation regarding Athletic Training Program violations. The steps for disciplinary procedures will be conducted as follows:

- The supervising Clinical Preceptor is to stop the violation if possible, identify and address the violation with the Athletic Training Student (ATS), and give recommendation(s) for improvement to ATS.
- The supervising Clinical Preceptor is to document and notify the Clinical Coordinator and/or Program Director of the offense. The Program Director will meet with the ATS and determine disciplinary procedures.

The following disciplinary procedures will be implemented by the Program Director based on the severity and/or repetition of the offense(s). The disciplinary procedures are NOT considered sequential and can be administered on a case by case basis.

- **Verbal Warning:** Typically given for first offenses and/or minor violations. Multiple verbal warnings can result in a Written Reprimand.
- **Written Reprimand:** A formal, written warning given to the ATS. The written Reprimand will outline specifically the violation, the punishment (if any), and the consequence should there be any additional violations. Multiple Written Reprimands can result in Clinical Suspension or Dismissal.
- **Clinical Suspension:** A short-term punishment issued to students with multiple or moderate ATP violations.
- **Class or Clinical Dismissal:** Punishment issued to students with multiple or severe ATP violations within their class or clinical duties. With Class/Clinical Dismissal, the student will fail the related Course(s) and must wait to re-enroll when the failed course(s) renew in the program sequence. Consent of the Program Director is required prior to re-enrolling in clinical experience courses but students are NOT required to reapply to the AT program.
- **Program Dismissal:** Permanent suspension from the ATP issued to students with multiple or severe ATP violations. The Student will be dropped from all ATP courses and be issued failing grades.

Athletic Training Students have the right to appeal disciplinary procedure. An appeal should be made in writing to the Program Director within one week of the reprimand. Appeals will be presented to an unbiased panel of university personnel.

I hereby attest that I have read, reviewed, and understand the policies and procedures, code of conduct and dress, and the warning and violations processes related to athletic training. Further, I agree to uphold these policies and standards of conduct to the best of my ability. I understand the consequences of violation of said policies, and recognize that I may be warned, reprimanded, and/or dismissed for violations of policy and conduct.

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Athletic Training Student

Date: \_\_\_\_\_

\_\_\_\_\_  
Print Name

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*John Burns, MS, ATC, LAT*  
AT Program Director