



**TO:** CTS Students, Faculty and Staff

**SUBJECT:** Drug Prevention Program

Columbia Theological Seminary is committed to the health and well-being of the members of our community. In the spirit of this commitment and in compliance with the United States Department of Education's Drug Prevention Program, this policy statement regarding controlled substances is being issued. This policy pertains to all employees (including work-study students) as well as all students taking courses at the seminary for credit.

The unlawful possession, use or distribution of illicit drugs or alcohol by employees or students on seminary property or as part of the seminary activities is strictly prohibited. Participation in such activities may subject employees or students to criminal prosecution under Federal, Georgia, or local laws, which provide for substantial terms of imprisonment and fines. Terms of up to life imprisonment as well as fines in excess of \$1,000,000 may result from violating such statutes. Whereas alcohol is a legal substance, this policy applies to the unlawful manufacture, distribution, dispensing, possession, or use of alcohol – i.e., unlawful activities involving alcohol, including by or with underage students.

Any employee who violates the above prohibition or who illegally uses controlled substances before reporting for work will be subject to corrective disciplinary action and penalties up to and including immediate discharge from employment at Columbia Theological Seminary. As a condition of employment at the seminary, each employee will: a) abide by the terms of this statement; and b) notify his/her supervisor and the Vice President for Business and Finance of any criminal drug statute conviction for a violation occurring in the workplace, no later than five days after such conviction.

Any student who violates the above prohibition will be subject to corrective disciplinary action and penalties up to and including expulsion from the seminary, such discipline and penalties to be administered by the judicial commission of the faculty.

Columbia Theological Seminary will at least annually distribute to all employees and students a description of the health risks associated with the use of illicit drugs and the abuse of alcohol, as well as a description of drug or alcohol counseling treatment, or rehabilitation programs that are available to employees or students.

The seminary provides a compiled list of counseling centers for referral with respect to these matters. The list is available to the community in the Student Services office and through students' advisors.

Columbia Theological Seminary will conduct a biennial review of its drug prevention program to determine the program's effectiveness and any necessary changes. Such review will also serve to ensure that the disciplinary sanctions under the program are consistently enforced.