

entrances to keep people out until the incident has been resolved.

Health Emergency Procedure

- A. Protect victim from further injury by removing any persistent threat to the victim. Do not move the victim unnecessarily. Do not delay in obtaining trained medical assistance.
- B. Notify staff or faculty members if available, or Cornell Police of the location, nature and extent of the injury by calling 911 or using a Blue Light or Emergency Telephone. Always call from a safe location.
- C. Provide first aid until help arrives if you have appropriate training and equipment and it is safe to do so.
- D. Send someone outside to escort emergency responders to the appropriate location, if possible.

Fire or Explosion Emergency Procedure

- A. Alert people in the immediate area of the fire and evacuate the room.
- B. Confine the fire by closing doors as you leave the room.
- C. Notify staff or faculty members if available, or activate the building fire alarm system by pulling the handle on a local fire alarm box.
- D. Notify Cornell Police of the location, nature and size of the fire.
- E. If you have been trained and it is safe to do so, you may attempt to extinguish the fire with a portable fire extinguisher. If you have not been trained to use a fire extinguisher you must evacuate the area.

Criminal Activity or Violence Emergency Procedure

- A. Attempt to remove yourself from any danger.
- B. Notify available staff or faculty members or Cornell Police by calling 911 or using a Blue Light or Emergency Telephone. Try to call from a safe location if possible.
- C. If possible, provide the police with the following information:
 - Location of crime.
 - Nature of crime and specifics (number of people involved, any weapons, etc.)
 - Any injuries.
 - Description of suspect(s) (height, weight, sex, race, clothing, hair color, etc.)
 - Direction of travel of suspects.
 - Description of any vehicles involved in the crime.
- D. DO NOT pursue or attempt to detain suspects.

Remember, in all emergency situations your safety and the safety of others is of primary importance. Remove yourself and others from immediate danger and let trained professionals respond to the situation.

LAW SCHOOL PROCEDURES FOR ADMISSIONS APPLICATION SUPPLEMENTS

When a student at Cornell Law School informs the Dean of Students or any other administrator or faculty member that he or she failed to disclose a criminal, civil or academic issue (the "Disclosed Issue") that he or she thinks he or she should have disclosed in his or her admissions application, the student will be required to complete an Admissions Application Character and Fitness Amendment Report. The Admissions Committee (the "Committee") will review the Report and may also conduct an interview at its discretion. The Committee will then do the following:

First, the Committee will determine whether the Disclosed Issue was required to be disclosed per the student's admissions application. If the Committee determines that the Disclosed Issue was not required, then the student will be so informed and no further action will be taken.

Second, if the Committee determines that the Disclosed Issue was required to be disclosed pursuant to the student's

admissions application, the Committee must determine whether or not the Committee would have admitted the student in light of the Disclosed Issue. If the Committee determines that knowledge of the Disclosed Issue would not have been material to its admissions decision had it been made aware of the Disclosed Issue when it made its admission decision, the Committee may decide to allow the student to amend his or her admissions application and include a letter in the student's file that indicates the circumstances.

Third, if the Committee (1) determines that it would not have admitted the student if it had knowledge of the Disclosed Issue at the time it made its decision, (2) is not able to reach a consensus on whether or not it would have admitted the student if it had knowledge of the Disclosed Issue at the time it made its decision, or (3) determines that knowledge of the Disclosed Issue would have been material to its admission decision, then the matter may be referred to the Administrative Committee for further action.

All completed character and fitness reports with supporting documentation submitted after October 1st will be referred to the Administrative Committee. The Administrative Committee can exercise all of the options at its disposal, including suspension, expulsion, and determining whether the Disclosed Issue and its failure to be initially disclosed should be included in the "character and fitness" certifications that Cornell Law School must complete for the student for his or her bar admissions.

CORNELL LAW SCHOOL THIRD PARTY COMMUNICATIONS POLICY

Cornell Law School's mission remains that articulated by Cornell President Andrew Dickson White upon the founding of the law school 120 years ago: "Our aim is to keep its instruction strong, its standard high, and so to produce ... a fair number of well-trained, large-minded, morally based lawyers in the best sense."

Further, as outlined in Cornell Law School's programmatic learning outcomes 3 and 4, students are being trained to be both effective advocates for themselves and others, as well as to pose creative solutions to complex problems. Cornell Law students are adult learners being equipped to serve the legal profession at the highest levels. To that end, Cornell Law School communicates directly with our students about their educational records and experiences. While the Federal Education Rights and Privacy Act allows educational institutions to share certain information about a student's educational record with the student's written permission, our law school takes this responsibility even further. In order to fulfill our mission of training and developing "lawyers in the best sense," Cornell Law School will not communicate with any third parties, with or without a FERPA waiver to do so, absent extenuating circumstances directly affecting a student's health, safety, and well-being. Of course, there may be exceptions to this third party communications policy based on the needs of a particular student or situation and with the proper authorization. Those exceptions will be determined on a case-by-case basis by the Dean of Students.