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KGI is an inclusive community of faculty, students, and staff. The constituencies who make up the community participate in developing the standards and policies that they believe will support the primary purpose of the educational community and personal development of each member.

KGI students have special rights and responsibilities as a member of this community. These rights include freedom of expression, autonomy, procedural protection, and the integrity of people and property. By ensuring these individual rights, KGI fosters an environment conducive to student success and well-being.

Students have obligations as well as rights. As members of an academic community, they must observe rules that benefit their classmates and the Institute. The materials included in or referenced throughout this document provide access or reference to the policies governing the general operations of KGI.

All students, faculty, and staff are expected to know and abide by all Institute and TCCS policies, regulations, and procedures and to report any violations of these. Accordingly, students are expected to adhere to a standard of behavior consistent with the high standards of the bioscience and healthcare industries, as well as the profession of pharmacy.

The statements set forth in this handbook are for information purposes only and should not be construed as the basis of a contract between a student and KGI. The policies and procedures contained in this Student Handbook are subject to revision at any time with little or no advance notification. To the degree possible, substantive changes will only be made between academic years.

Diversity at KGI

KGI is committed to enriching society with breakthrough approaches to education and translational research. Diversity of backgrounds, cultures, disciplines, identities, and thought within our community serves as a catalyst for collaboration and excellence in all of our pursuits. KGI’s welcoming, diverse environment provides the opportunity for our students to think creatively and critically, communicate and interact effectively, and act ethically and respectfully. The active and open-minded engagement of every member of our community is vital to achieving the goals of the institution.
KGI Mission
To enrich society with breakthrough approaches to education and translational research in the life sciences.

KGI Board of Trustees
As a private institution and a public trust, KGI is governed by an independent Board of Trustees. Members serve renewable three-year terms. This Board has the fiduciary responsibility for the long-term financial strength of KGI and for its quality. The Board of Trustees awards degrees, oversees academic policies, and appoints all corporate officers of KGI and approves their compensation. The President is a member of the Board of Trustees. Click here to view more information on Board of Trustees members.

KGI President/Administration
The President is the chief executive officer of KGI, with general oversight responsibility for academic, fiscal, physical, and disciplinary aspects of the institution. He or she is responsible for representing KGI to its external constituencies. The President reports to the Board of Trustees and serves at the pleasure of the Board.

The Academic Deans provide leadership to the faculty in developing and implementing innovative and effective curricula. The Dean takes the lead role in recruiting, developing, and retaining a strong faculty, and supervises the faculty with regard to teaching and research.

The faculty carries primary responsibility for curricular content and pedagogy, for oversight of student admission criteria, for peer review of faculty, for setting KGI’s research agenda, and for certification of degrees; the faculty also share in the overall governance of KGI.

The Senior Cabinet, which confers regularly on major operational, budgetary, and policy matters, is comprised of the President, Vice President of Finance and Operations, the Academic Dean, the Dean of Research, the Dean of Students, the Dean of Admissions and Financial Aid, the Vice President of Institutional Development and Partnerships, and the Assistant Vice President of Human Resources and Employee Engagement.

KGI Contact Information
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The Claremont Colleges

The Claremont Colleges is a consortium of seven independent, private institutions, five at the undergraduate level and two at the graduate level. The Claremont Colleges have a structure and organization unique in American higher education. The Claremont Colleges Services (TCCS), an eighth corporate entity, operates many central services and programs for the benefit of all seven academic members. These include: the joint library system; the Huntley Bookstore; such fiscal services as the joint business office and the employee benefits office; student services such as the health and counseling centers; Office of Black Students Affairs; Chicano/Latino Student Affairs Center; Student Disability Resource Center; and many other services such as mail, telephone, and computer network; and campus safety. In addition to these central programs and service, many other cooperative arrangements involve from two to all seven of the institutions. Open enrollment is maintained by all institutions for the benefit of all matriculated students.

The consortium was started in 1925 under the leadership of Pomona College. Claremont Graduate University was formed in 1925; Scripps College in 1926; Claremont McKenna College in 1946; Harvey Mudd College in 1955; Pitzer College in 1963; and Keck Graduate Institute in 1997. Rancho Santa Ana Botanic Gardens, which offers graduate training in botany, is one of several institutions affiliated with The Claremont Colleges.