

Student Code of Conduct

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Responsible Authority:	Andrew Lowry Title: Training Coordinator
Executive Sponsor:	Andrew Lowry
Approval Authority:	Local 1946 Executive Committee
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PURPOSE

The purpose of this code of conduct is to outline the expectations for students' behaviour and integrity at UBC training Centres. This document integrates various policies to ensure a safe, respectful and productive learning environment.

SCOPE

This code applies to all students enrolled in UBC Training Centre Courses.

Code of Conduct

General Expectations

1. Students are expected to exhibit respect and professionalism towards peers, instructors, visitors and staff at all times. This includes respecting differences in opinions, backgrounds and experiences.
2. Students must adhere to all institutional policies included but not limited to the; accessibility policy, attendance policy, disciplinary action policy, dispute resolution policy, fit for duty policy, FIOPPA policy, grades appeal policy, health and safety policy, inclusion policy, respectfulness policy, sexual orientation and gender orientation and expression policy, sexual violence and misconduct policy, violence and harassment policy, student dismissal policy, and tuition refund policy.

Academic Integrity/Misconduct

1. Academic Misconduct is an act by a student or by students working on a team project, which may result in false evaluation of student(s) or which represents an attempt to unfairly gain an academic advantage, where the student either knew or ought to reasonably to have known that is was misconduct. Whether or not a student intended to commit academic misconduct is not

relevant for a finding of academic misconduct. Hurried or careless submission of assignments does not excuse students from responsibility for verifying the academic integrity of their work before submitting it. Examples of academic misconduct include : plagiarism, cheating, impersonating another person in a test or exam, unauthorized collaboration of individual assignments, tests or exams, buying or otherwise obtaining assignments, falsification, misrepresentation or forging an academic record or supporting documentation.

2. If it is found that an apprentice(s)/student(s) has an incident of misconduct the project/test will be graded as an automatic fail.

3. The Grades appeal policy outlines procedures for addressing academic grievances.

Attendance and punctuality

1. Students must adhere to the Attendance Policy, attending classes regularly and arriving on time. Absences must be reported according to the guidelines provided in the Attendance Policy.

Conduct and Behaviour

1. Students are expected to behave in a manner consistent with the values of UBC Training Centers.

2. Students must meet the standards outlined in the fit for duty Policy to ensure that they are capable of performing their duties effectively and safely.

3. Students must adhere to the disciplinary action policy and respecting the dispute resolution policy for resolving conflicts.

Safety and Well Being

1. Adherence to the health and safety policy is mandatory to maintain a safe learning environment. Students must follow all safety protocols and report any hazards or incidents immediately.

2. There is a zero-tolerance policy for violence, harassment, sexual violence or misconduct. Procedures for reporting and addressing any incidents are outlined in the Violence and Harassment Policy as well as the Sexual Violence or Misconduct Policy. Students should be familiar with these policies and report any concerns appropriately.

Enforcement and consequences

Violations of this Conduct may result in disciplinary actions as detailed in the disciplinary action Policy. Students are responsible for familiarizing themselves with these procedures and understand the potential consequences of policy violations.

Acknowledgement

By enrolling in UBC training centre programming students acknowledge that they have read, understood and agree to comply with this Code of Conduct and all associated policies.