



Student Code of Conduct

PREAMBLE:

The approach of European College of Law and Business (ECLB) to Further Education is based on a clear set of values. These are as follows:

- We challenge, inspire and support our students as individuals, to grow intellectually, personally and spiritually
- We prepare our students to be responsible citizens and leaders in a fast-changing and complex world
- We encourage learning, creativity and the arts as ways of nurturing the human spirit and improving the quality of life
- We promote equality, diversity, mutual respect and understanding.

All students are expected to be familiar with this Code and to conduct themselves with due regard to the ECLB's objectives, its good name and reputation and the rights of others. We are all fortunate that anti-social behaviour is not common around us. However, it is important for everyone to be confident that there is a clear resolve to deal with any instances that do occur.

ECLB values respect for each other and for learning in the College community. This Code of Conduct is designed to ensure that the behaviour of our students mirrors these values.

As a student at European College of Law and Business, you are expected:

1. To **show respect** to all students and staffs, and never to discriminate against or harass others, and not to wear or display logos or slogans that could offend other people.
2. Not to **behave** in a way that could damage the good name of the college (inside or outside college premises).
3. To be **polite** and **courteous** at all times and follow any reasonable instructions given by a member of the college staffs (Administrative and Academic).
4. To respect the well-being and property of other members of the college community, and also **treat college property with care.**
5. To make sure you understand the **Health and Safety regulations**, and pay attention at all

times to your own and other people's health and safety.

6. To **attend** all your classes punctually and as required for the successful completion of your programme.
7. Not to bring or use (or ask anyone else to bring) **illegal drugs** or any equipment for drug use, weapons and/or alcohol onto the college premises – (this is gross misconduct, and will result in your expulsion from the College), not to smoke anywhere at the College premises.
8. If any student is found to be under the influence of any **illegal drug** e.g. **marijuana, cocaine, ecstasy** or any other drug with similar effects while in the College premises, this will be considered to be **gross misconduct** and will result in instant expulsion of the student from the College. There will be no grounds for appeal. If the College authorities feel it is appropriate, the Police will also be informed.
9. To follow instructions for **completing assignments** and examinations without cheating, copying or plagiarising (using someone else's work, e.g. from the internet, another student or a book or magazine, and pretending it is your own).
10. To keep the College clean, tidy and free from litter and graffiti, and not to eat or drink in any of the learning areas i.e. Classrooms, IT Room and Library (apart from bottled water). Instead, students are free to eat and drink in the **Student Common Room and/or designated areas**.
11. To keep **mobile phones switched off during lectures** and not to use any facilities on mobile phones, personal stereos or similar equipment to cause trouble or affect another person's right to privacy.
12. To agree to **use computer facilities** only to support your learning and not access any site that goes against college policies. **Not to use computer facilities to access Facebook** and other social networking sites for non-academic reasons; and **particularly not to visit pornographic sites**.
13. Act within the law and not engage in any activity or behaviour likely to bring the College into disrepute.

GUIDING PRINCIPLES REGARDING MISCONDUCT

The College considers the following inappropriate conduct to constitute misconduct that is likely to lead to disciplinary proceedings. The following list should not be considered to be exhaustive.

- Any interference with fire detectors, fire alarms or fire extinguishing equipment
- Serious damage to, or defacement of College property;
- Failure to respect the rights of others to freedom of belief, orientation or practices, or freedom of speech;

- Violent, disorderly, threatening, bullying, or offensive behaviour or language whilst on College premises, engaged in College activity or using College computers or email accounts;
- Serious acts of fraud, deceit, deception or dishonesty in relation to the College or their staff or students;
- Serious disruption of, or improper interference with, the academic, administrative, sporting, social or other activities of the College;
- Harassment of any kind towards a student, member of staff or authorised visitor to the College by any means including cyber-bullying or cyber harassment;

Failure to comply with the Code of Conduct constitutes non-academic misconduct and may result in students being referred to the College's disciplinary procedures.