

## Student Code of Conduct

### Introduction

The Student Code of Conduct outlines standards of acceptable behaviour required of you to protect the rights of all students.

In order to maintain the reputation and integrity of the College, SIBT is committed to treating students in a fair and just manner both academically and personally.

The safety and well being of everyone on campus is our priority. Inappropriate behaviour will not be tolerated and could lead to suspension or dismissal.

### As a student of SIBT you are expected to:

1. Treat everyone with respect, dignity, impartiality and courtesy
2. Treat everyone equitably irrespective of gender, sexual orientation, race, disability, medical condition, cultural background, religion, age, political conviction
3. Respect the opinions and views of others
4. Avoid any behaviour that might reasonably be perceived as sexual, racial or gender based harassment or otherwise intimidating
5. Avoid any conduct that results in damage to property or person
6. Attend classes, participate in class activities and submit assessment tasks on time
7. Use assessment to engage in self critical evaluation in terms of your progress towards learning objectives
8. Approach your study program cooperatively and collaboratively
9. Familiarise yourself with, and abide by, SIBT's policies and procedures
10. Maintain high standards and a studious approach to your study program
11. Notify SIBT as soon as possible if difficulties arise that cause substantial absences.

### As individuals students of SIBT can expect:

1. To be treated with courtesy and respect
2. To be treated equitably irrespective of gender, sexual orientation, race, disability, medical condition, cultural background, religion, age or political conviction
3. To be able to freely communicate and voice alternative points of view in rational debate
4. To rely on the privacy of your personal information
5. To be provided with timely and accurate information as it pertains to courses, enrolment and all administrative matters
6. To receive a printed copy of the unit outline for unit of study, showing the objectives, assessment and other requirements and expectations
7. To have reasonable access to lecturing staff in private consultation hours
8. That the facilities and equipment used are safe and comply with OH&S guidelines.

### What is appropriate behaviour?

1. Respect for all staff and students
2. Honest, fair and impartial treatment of all, free from discrimination
3. Respect for each individual's confidentiality and privacy
4. Turning off all mobile phones during class times and examinations
5. Not eating or drinking in the classrooms
6. Preparing for each class by undertaking and completing the required tutorial and laboratory work
7. Attending all lectures, tutorials, workshops and other contact sessions
8. Arriving to class at the times shown on the timetable
9. Participating actively in learning activities
10. Avoiding all forms of academic misconduct
11. Providing constructive feedback when evaluating units and lecturers
12. Following rules of classroom behaviour as determined by your class lecturer
13. Appropriate use of e-mail, student portal and the internet.

### What is inappropriate behaviour?

1. Copying, cheating, plagiarism or collusion
2. Drug or alcohol abuse
3. Damage or abuse of SIBT property
4. Using offensive language

5. Stalking, bullying or any form of harassment
6. Smoking in Smoke Free Zones
7. Inappropriate use of email, mobile communications and the Internet.