



MCMS CODE OF CONDUCT FOR LEARNERS AGREEMENT FORM

This Code of Conduct is designed to provide the minimal standards of personal conduct that the College expects of its learners. The right to attend the College carries with it responsibilities and each learner must adhere to the standards of this Code of Conduct if the learner wishes to remain enrolled at the College.

The following defines the broad parameters within which a rewarding and mutually supportive learning environment can be created and is based on the assumption that most learners in the College already uphold these standards of conduct.

1. Learners shall conduct themselves in a conscientious, competent and careful manner and with honesty and integrity at all times. The principles of honesty and integrity are key elements of a learner's attendance at the College and of each Rule in this Code of Conduct.
2. Learners shall familiarize themselves with, and shall at all times adhere to, the policies, rules, regulations, codes, guidelines and procedures of the College and its affiliates which are relevant to them, and the rules and regulations of society in general.
3. Learners shall attend their program and program activities regularly and on time. Learners shall complete assignments, projects and any other learning activities on time.
4. Learners shall ensure that their conduct in the learning environment contributes to a productive learning environment and in no way detracts from or disrupts the learning environment.
5. Learners shall not attempt to divert other program participants in support of any personal, political, religious, or social agenda or to use one program or class as a forum to complain about another program, class or member of the instructional staff
6. Learners shall not possess or attempt to duplicate any College access key, enter or attempt to enter any closed College facility or remain or attempt to remain within a College facility after closing without proper authorization. Learners shall not block or attempt to block access to or from a College facility or disrupt or attempt to disrupt the scheduled use of any College facility.
7. Learners shall not possess, use, manufacture, consume, furnish or aid in the consumption or furnishing of alcohol, drugs or controlled substances except as expressly permitted by law and in accordance with College policies and regulations. Learners shall not possess or use



firearms, explosives (including fireworks), dangerous chemicals or weapons of any kind on College-owned or controlled property.

8. Learners shall demonstrate courtesy, fairness and respect in all their interactions with others, including interactions with other learners, faculty and staff, both inside and outside the learning environment.

Disrespectful behaviour, including:

- using offensive, profane or obscene language;
- making remarks or engaging in conduct which is racist, sexist, or in any way

Discriminatory;

- engaging in behaviours or remarks, which could reasonably be interpreted as threatening, will not be tolerated.

9. Learners shall refrain from any conduct that may result in the imposition of College sanctions, civil or criminal proceedings, or which is inconsistent with the maintenance of a productive learning environment.

10. Learners shall not use College Computers and/or Networks in any manner inconsistent with any policies, regulations or codes established by the College or its affiliates, including sending or displaying any form of offensive, profane, obscene, harassing or threatening materials.

11. Learners shall not in any manner assist, by act or omission, any other person in violating this Code of Conduct or any other policies, regulations, rules, guidelines or procedures established by the College or its affiliates.

A breach of any provision of this Code of Conduct will be considered to be a disciplinary matter and subject to sanction in accordance with College Quality Procedures.

I, _____ (please print), have read, understand and agree to comply with, the Metro College of Management Sciences Code of Conduct for Learners.

Student-Signature: _____ Student ID: _____

Date: _____