

## Student Code of Conduct

<b>Last Modified</b>	March 2018
<b>Review Date</b>	March 2020
<b>Approval Authority</b>	Vice-Chancellor
<b>Contact Officer</b>	Executive Director of Student Services and Communications – Student Services and Communications

### Introduction

Upon enrolment at the University, students undertake to comply with the University's regulations and policies. These regulations and policies can be located in the

- [University Regulations \(University Regulations website\)](#) for the most up-to-date regulations,
- [University of Canterbury Calendar \(University Regulations website\)](#) for historical versions of regulations,
- [Policy Library \(University Policy Library website\)](#), and
- [Guide to Enrolment \(University Publications website\)](#)

Colleges, Departments, Schools and Halls of Residence may also establish rules and codes of practice from time to time which are relevant to their particular discipline or circumstances.

It is the responsibility of the University, its constituent parts and its accommodation providers, to publish these various compliance documents in an accessible manner. It is the responsibility of students to acquaint themselves with such compliance documents.

### Purpose of the Code

The purpose of this Code of Conduct is to

- Restate that the laws of New Zealand apply to all members of the University community and all who visit its facilities.
- Collect in one convenient place references to University compliance documents that govern student conduct.

- Reaffirm the commitment of the University to provide a safe environment for the benefit of all staff, students and visitors to the University.
- Emphasise the obligation of the University under the [Education Act 1989 \(New Zealand Legislation website\)](#) to guarantee members of the University community the freedom within the law to question and test received wisdom, to put forward new ideas and to state controversial or unpopular opinions.

## Code of Student Conduct

### Law of New Zealand

All members of the University community are bound by the laws of New Zealand. Any actual or suspected breach of the law will be referred to the appropriate authorities for investigation and action.

### University Regulations and Policies

The relevant University regulations and policies governing student conduct can be found at the following locations:

- [University Regulations \(University Regulations website\)](#). Regulations in this location include but are not necessarily limited to
  - [Discipline Regulations \(University Regulations website\)](#)
  - [General Course and Examination Regulations \(University Regulations website\)](#)
  - [Parking and Traffic Statute 2017 \(University Policy Library website\)](#).
- [Policy Library \(University Policy Library website\)](#). Policies in this location include but are not necessarily limited to
  - [Assessment Policy, Principles and Guidelines \(PDF, 409KB\)](#)
  - [Academic Integrity Guidance for Staff and Students \(PDF, 270KB\)](#)
  - [Equity and Diversity Policy \(PDF, 242KB\)](#)
  - [Building Access Policy \(PDF, 148KB\)](#)
  - [Campus Drug and Alcohol Policy \(PDF, 215KB\)](#)
  - [Harassment Policy \(PDF, 128KB\)](#)
  - [Health and Safety Policy \(PDF, 215 KB\)](#)
  - [IT Policy Framework \(PDF, 138KB\)](#)
  - [Smoke-free Policy \(PDF, 133KB\)](#).

The University reserves the right to amend its statutes, regulations and policies from time to time. Ignorance of University statutes, regulations and policies is not an acceptable excuse for their breach.

## **Special Note – UC Security**

UC Security Services have the task of maintaining a safe and secure environment on campus. As such, security officers have the delegated authority to request identification, to direct any person to leave the campus, to take action necessary to resolve any situation, and for serious incidents, to direct the actions of any person on campus.

Every student is issued with an individual Canterbury Card. This card remains the property of the University and students are required to provide this identification to any officer of the University upon request.

## **Related Documents and Information**

### **Legislation**

- [Education Act 1989 \(New Zealand Legislation website\)](#)

### **Regulations**

- [University of Canterbury Calendar \(University Regulations website\)](#)
- [University Regulations \(University Regulations website\)](#)
- [Discipline Regulations \(University Regulations website\)](#)
- [General Course and Examination Regulations \(University Regulations website\)](#)
- [Parking and Traffic Statute 2017 \(University Policy Library website\)](#)

### **UC Policy Library**

- [Assessment Policy, Principles and Guidelines \(PDF, 409KB\)](#)
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### **UC Website and Intranet**

- [Know the Code \(University Support Services Website\)](#)
- [Publications \(University Publications website\)](#)

## Appendices

- [Appendix: UC Responsibilities Statement](#)

<b>Document History and Version Control Table</b>			
<b>Version</b>	<b>Action</b>	<b>Approval Authority</b>	<b>Action Date</b>
<i>For document history and versioning prior to 2013 contact <a href="mailto:ucpolicy@canterbury.ac.nz">ucpolicy@canterbury.ac.nz</a></i>			
1.00	Conversion of document onto new template and document pushed out	Policy Unit	Aug 2013
1.01	Updated hyperlinks and changed title from Code of Student Conduct to Student Code of Conduct in line with current naming conventions.	Director, Student Services and Communications	Oct 2013
1.02	Document review date pushed out.	Policy Unit	Mar 2014
1.03	Hyperlinks updated.	Policy Unit	Jun 2014
1.04	Review date pushed out.	Policy Unit	Sep 2014
1.05	AA changed from Chair, SMT to Vice-Chancellor.	Policy Unit	May 2015
1.06	Reference to Computer Use Policy and Procedures changed to IT Policy Framework.	Policy Unit	Sep 2015
2.00	Scheduled review by Contact Officer; addition of Appendix 1: UC Rights and Responsibilities Statement.	Vice-Chancellor	Feb 2016
3.00	Scheduled review, minor changes, change of UC Rights and Responsibilities Statement to UC Responsibilities Statement to align with other information in this space, more policies added to existing lists within the document	Vice-Chancellor	March 2018

## Appendix

### UC Responsibilities Statement

Te Whare Wānanga o Waitaha, the University of Canterbury (UC), promotes a world class learning environment.

The UC student engages in academic and personal pursuits, seeks ako (learning opportunities) both inside and outside of the classroom, and contributes to a sense of belonging for every member of our diverse community. UC offers its students an array of individualised pathways leading to academic, personal and social success.

Students are free to pursue their academic interests in a university environment that balances student individual rights and collective responsibilities. Within this learning environment, the rights and responsibilities of students include but are not limited to the following:

Each student can expect from the University an environment where they

1. Have safe learning conditions free from harassment (including bullying) or discrimination.
2. Are confident that personal information provided to the University is appropriately managed.
3. Are treated by the University in a respectful and equitable manner.
4. Inquire and speak freely.
5. Receive timely and regular feedback on academic progress.

Each student has the responsibility to

1. Be fully acquainted and compliant with the published regulations and policies of the University.
2. Comply with all legislative requirements.
3. Respect the rights and property of others.
4. Ensure that all information provided by the student is accurate and not misleading.
5. Attend to their own health and safety and that of others.
6. Support an environment conducive to learning and academic enquiry.
7. Be self-motivated and actively contribute to personal learning.
8. Behave in a manner that does not bring the University into disrepute.

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This UC Responsibilities Statement seeks to provide an accessible framework for the Student Code of Conduct, which sets out University regulations and policies in more detail.