



Central International University-CIU Diversity Learning Institute-DLI

Student Rules Of Conduct At The University

(A) Academic Rules

1. Behavior in lecture rooms:

- 1.1. Arrive on time for lectures and avoid disrupting the class.
- 1.2. Listen attentively to the lecturer and avoid distracting behaviors.
- 1.3. Raise your hand and wait for permission before speaking or asking questions.
- 1.4. Avoid engaging in side conversations during lectures.
- 1.5. Follow any specific rules or guidelines provided by the lecturer.
- 1.6. Refrain from using electronic devices unless necessary for academic purposes.
- 1.7. Maintain a respectful and inclusive environment for all students.

*And more rules that may be found fit.

2. Respect To Teachers/Administrators:

- 2.1. Address teachers and administrators with proper titles and respect.
- 2.2. Follow instructions given by teachers and administrators promptly.
- 2.3. Avoid disrespectful or derogatory language when interacting with them.
- 2.4. Seek permission before entering teachers' or administrators' offices.

- 2.5. Treat teachers and administrators with courtesy and professionalism.
- 2.6. Do not engage in any form of harassment or discrimination towards them.
- 2.7. Adhere to the hierarchy and chain of command within the institution.

*And more rules that may be found fit.

3. Submission Of Assignments:

- 3.1. Submit assignments within the specified deadlines.
- 3.2. Follow the prescribed format and guidelines for assignment submissions.
- 3.3. Maintain academic integrity by avoiding plagiarism and providing proper citations.
- 3.4. Seek clarification from the instructor if any assignment requirements are unclear.
- 3.5. Keep backup copies of assignments in case of technical issues.
- 3.6. Notify the instructor in advance if an extension is needed due to valid reasons.
- 3.7. Late submission of assignments may result in penalties or reduced grades.

*And more rules that may be found fit.

4. Punishment For Failure To Attend The Lectures:

- 4.1. Regular attendance is mandatory for all lectures, unless specifically excused. b. Failure to attend lectures without valid reasons may result in disciplinary action.
- 4.2. Accumulation of unexcused absences can lead to academic probation or dismissal.
- 4.3. Students must adhere to the attendance policy outlined by the university.
- 4.4. Provide appropriate documentation for any absences due to illness or emergencies.
- 4.5. Make arrangements with the instructor for making up missed lectures if possible.

*And more rules that may be found fit.

5. All Continuous Assessments Must Be Done!

- 5.1. Complete all continuous assessments as assigned by the instructors.
- 5.2. Failure to complete continuous assessments may impact final grades.
- 5.3. Adhere to the instructions and guidelines provided for each assessment.
- 5.4. Seek clarification from the instructor if any assessment requirements are unclear.
- 5.5. Submit assessments within the specified deadlines.
- 5.6. Keep copies or records of completed assessments for reference.

*And more rules that may be found fit.

6. Punishment for Absconding Continuous Assessments:

- 6.1. Absconding continuous assessments without valid reasons may result in penalties.
- 6.2. Penalties for absconding assessments can include grade deductions or re-assessment.
- 6.3. Communicate with the instructor if you are unable to complete an assessment.
- 6.4. Provide necessary documentation for absences or extenuating circumstances.
- 6.5. Make arrangements with the instructor for making up missed assessments if possible.

*And more rules that may be found fit.

(B) University Equipment, Books & Materials

1. Handle With Care:

- 1.1. Treat university equipment, books, and materials with care and respect.
- 1.2. Do not damage or deface any university property.
- 1.3. Return borrowed books and materials on time and in good condition.
- 1.4. Use equipment and materials only for authorized purposes.
- 1.5. Report any damages or malfunctions of equipment to the appropriate authorities.

- 1.6. Follow specific guidelines provided for handling specialized equipment.
- 1.7. Avoid unauthorized duplication or distribution of copyrighted materials.

*And more rules that may be found fit.

2. Punishment:

- 2.1. Students found responsible for damaging university equipment may be held financially liable.
- 2.2. Unauthorized use or removal of university property may lead to disciplinary action.
- 2.3. Violations of copyright or intellectual property rights may result in legal consequences.
- 2.4. Penalties for mishandling equipment or materials can include fines or academic penalties.
- 2.5. Adhere to any additional rules or regulations specific to certain equipment or facilities.

*And more rules that may be found fit.

(C) Respect & Personal Conduct

1. Respect To The Teachers & Administrators:

- 1.1. Treat teachers and administrators with respect, courtesy, and professionalism.
- 1.2. Listen attentively and follow their instructions.
- 1.3. Avoid disruptive behaviors or disrespectful language towards them.
- 1.4. Engage in constructive dialogue and maintain a positive attitude.
- 1.5. Respect their expertise, opinions, and academic freedom.
- 1.6. Be mindful of their time and workload when seeking assistance.

*And more rules that may be found fit.

2. Punishment For Not Respecting The Teachers & Administrators:

- 2.1. Disrespectful behavior towards teachers and administrators may result in disciplinary action.
- 2.2. Disciplinary action can range from warnings to suspension or expulsion.

- 2.3. Harassment, discrimination, or threats towards teachers or administrators are serious offenses.
- 2.4. Maintain professionalism in all interactions and address grievances through proper channels.
- 2.5. Students should adhere to the established protocols for expressing concerns or complaints.

*And more rules that may be found fit.

3. Respect To Other Students:

- 3.1. Treat fellow students with respect, courtesy, and inclusivity.
- 3.2. Be mindful of cultural and individual differences.
- 3.3. Avoid bullying, harassment, or discriminatory behavior towards other students.
- 3.4. Foster a supportive and collaborative learning environment.
- 3.5. Listen actively, value diverse perspectives, and engage in constructive discussions.
- 3.6. Respect personal boundaries and privacy of other students.
- 3.7. Be tolerant and open-minded in interactions with classmates.

*And more rules that may be found fit.

4. Punishment For Not Respecting Other Students:

- 4.1. Violations of respect towards other students can result in disciplinary measures.
- 4.2. Bullying, harassment, or discrimination may lead to disciplinary action or legal consequences.
- 4.3. Engage in conflict resolution and report any incidents to the appropriate authorities.
- 4.4. Promote a culture of mutual respect and understanding among peers.
- 4.5. Attend any mandatory diversity and inclusion training programs as required.

*And more rules that may be found fit.

(D) Personal Behavior Outside Campus

1. Outside University Campus:

- 1.1. Conduct yourself responsibly and ethically when representing the university off-campus.
- 1.2. Adhere to local laws and regulations and avoid engaging in illegal activities. c. Respect the rights and property of others when in public spaces.
- 1.3. Uphold the values and reputation of the university in your behavior and actions.
- 1.4. Be mindful that your actions can reflect on the university's image.

*And more rules that may be found fit.

2. Being Productive in Society:

- 2.1. Engage in productive activities that contribute positively to society.
- 2.2. Seek opportunities to apply your knowledge and skills for the betterment of the community.
- 2.3. Participate in volunteer work or community service when possible.
- 2.4. Uphold ethical standards and social responsibility in your personal and professional life.
- 2.5. Serve as a responsible and engaged citizen both within and outside the university.

*And more rules that may be found fit.

(E) Privacy

1. Tampering With Other Students' & Administrators' Privacy:

- 1.1. Respect the privacy of other students and administrators.
- 1.2. Do not tamper with or access others' personal information without authorization.
- 1.3. Do not share or distribute sensitive information without consent.
- 1.4. Maintain confidentiality regarding personal matters discussed with administrators.
- 1.5. Use technology responsibly and protect personal information from unauthorized access.

*And more rules that may be found fit.

2. Punishment Expected:

- 2.1. Violations of privacy may result in disciplinary action or legal consequences.
- 2.2. Unauthorized access to personal information can lead to severe penalties.
- 2.3. Safeguard your own privacy and report any privacy breaches to the appropriate authorities.
- 2.4. Follow any specific policies or guidelines related to data protection and privacy.

*And more rules that may be found fit.