

## Student Code of Conduct

<b>Last Modified</b>	March 2020
<b>Review Date</b>	July 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 \(PDF, 297KB\)](#)
  - [Academic Integrity Guidance for Staff and Students \(PDF, 376KB\)](#)
  - [Equity and Diversity Policy \(PDF, 226KB\)](#)
  - [Building Access Policy and Procedures \(PDF, 169KB\)](#)
  - [Campus Drug and Alcohol Policy \(PDF, 315KB\)](#)
  - [Prevention of Harassment and Bullying Policy \(PDF, 307KB\)](#)
  - [Health, Safety and Wellbeing Policy \(PDF, 316KB\)](#)
  - [IT Policy Framework \(PDF, 304KB\)](#)
  - [Smoke-free Policy \(PDF, 283KB\)](#)

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 Conditions for Credit Regulations \(University Regulations website\)](#)
- [Parking and Traffic Statute 2017 \(University Policy Library website\)](#)

### **UC Policy Library**

- [Assessment Policy, Principles and Guidelines \(PDF, 297KB\)](#)
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### **UC Website and Intranet**

- [Know the Code – The Student Code of Conduct \(University Support Services Website\)](#)
- [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
3.01	Unscheduled review, changes to Appendix content	Policy Unit	Jan 2020
3.02	Review date pushed out until Jul 2020	Policy Unit	March 2020

## 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:

Students are expected to:

- Be fully aware and compliant with the published UC policies and regulations and comply with New Zealand law;
- Provide information to the University that is accurate and not misleading;
- Behave in a manner that does not bring UC into disrepute;
- Respect the rights and property of others both on and off campus;
- Ensure their own health and safety and that of those around them;
- Seek to engage positively with the University and the wider community;
- Actively contribute to their learning by attending classes, meeting their obligations and course requirements.

You can expect UC to:

- Treat people in a respectful and equitable manner;
- Provide a high quality learning environment, facilities and services including libraries, online resources and IT services;
- Have policies and regulations that are accessible;
- Manage personal information appropriately;
- Take grievances and breaches of discipline seriously and equitably, and follow a clear and transparent process;

- Provide students with timely, regular and constructive feedback on their academic progress;
- Ensure reasonable access to services that support student learning and their wellbeing;
- Meet the requirements set out under the Code of Practice for the Pastoral Care of International Students.