

STUDENT CODE OF CONDUCT

Introduction

The Student Code of Conduct is designed to ensure that all students at Innova Training Institute (ITI) maintain a high standard of academic and personal conduct while attending the Institute. It aims to foster a positive, respectful, and safe learning environment for all members of the ITI community.

By enrolling at ITI, students agree to uphold these standards of conduct, which will guide their actions both inside and outside the classroom.

General Principles

- **Respect and Dignity:** Students are expected to show respect for themselves, their peers, staff, and the wider community. Disrespectful behavior, including harassment, bullying, and discrimination, will not be tolerated.
- **Academic Integrity:** Students are required to maintain academic honesty. Plagiarism, cheating, or any form of dishonest behavior during assessments or coursework is prohibited.
- **Professionalism:** Students must act in a professional manner during their studies, maintaining the highest standards in both academic and personal conduct.
- **Attendance and Punctuality:** Students are expected to attend all classes and scheduled learning sessions. If unable to attend, students must inform the relevant academic staff and make up for missed work.
- **Compliance with Institute Policies:** Students are expected to comply with all ITI policies, including those related to health and safety, data protection, and safeguarding.

Behavior Expectations

- **Respectful Interaction:** All students are expected to communicate respectfully in both verbal and written forms. Bullying, abusive language, and disruptive behavior are not acceptable.
- **Dress Code:** Students are required to dress appropriately for the learning environment, especially in any practical or professional settings. This includes maintaining hygiene and wearing suitable attire.
- **Substance Use:** The consumption or possession of illegal drugs, alcohol, or any other substances that may impair judgment or conduct is prohibited on the premises and during any ITI-related activities.
- **Use of Technology:** Students must use ITI's technology responsibly. Inappropriate use of computers, mobile phones, or other devices that disrupt the learning environment is prohibited.
- **Respect for Property:** Students should treat the Institute's property, as well as the property of others, with care and respect. Vandalism or theft will result in disciplinary action.



Disciplinary Actions

Students who fail to adhere to the Code of Conduct may face disciplinary action, which could include:

- Verbal or written warnings
- Suspension from classes or other academic activities
- Removal from courses or programs
- Expulsion from the Institute in extreme cases
- The nature of the disciplinary action will depend on the severity and frequency of the violation.

Appeal Process

If a student feels that they have been unfairly treated under this Code of Conduct, they have the right to appeal. The appeal process should be followed in accordance with ITI's official grievance and appeals policy.

Conclusion

By enrolling at Innova Training Institute, students accept responsibility for their actions and agree to comply with the standards of conduct outlined in this document. ITI is committed to providing an environment where students can thrive academically and personally.