

STUDENT RIGHTS AND RESPONSIBILITIES POLICY

Approved by: Academic Coordinating Committee

Authorizer: Vice-President, Student Affairs

Reference Code: STU12 V1

Effective Date: 10/1/2018

POLICY STATEMENT:

This policy defines student rights and student responsibilities at Conestoga College. These definitions set the expectation and accountability for appropriate student behaviour and operation at the college. Rights and responsibilities are a partnership; as such, this policy provides equal consideration to both.

The associated procedure outlines the process when a student and/or the college (either its members or its practices) breaches a student's rights and/or responsibilities.

SCOPE:

It is the obligation of all members of the college community to uphold the student rights and responsibilities outlined in this policy. The endorsement of a student's rights and/or responsibilities applies while on college property, at college-sponsored activities, at associated college centres, and while representing the college on and off campus, specifically in regards to

- **Student behaviour:** This includes both in-person behaviours and digital communications that take place on or off campus;
- **College operations:** This may include college facilities, service areas, policies, procedures, and practices; and
- **College employee and affiliated member conduct:** This includes both in-person behaviours and digital communications exhibited towards students by college employees, contractors, employers, and/or community partners.

DEFINITIONS:

STUDENT RIGHTS:

- **To Learn:** Students have

- the right to protection and accommodation under the *Ontario Human Rights Code* and the *Canadian Charter of Rights and Freedoms* (subject to limitations), such as for a documented physical, learning, medical, mental health, or religious requirement;
- the right to receive academic information as may be necessary to understand the requirements to successfully complete the course or academic program;
- The right to view submitted course work, to have the evaluation explained within the academic regulations timeframe, and reassessed, when appropriate; and
- the right to use facilities designated by the college as available for student use.
- **To Be Safe:** Students have
 - the right to learn and work in an environment that is safe, secure, free from harassment and/or discrimination and to be treated with respect and dignity.
- **To Be Informed:** Students have
 - the right to inquire and be informed about the rules and regulations of the college that affect students, including all policies, procedures and regulations;
 - the right of confidentiality and access to personal records as provided for under the *Freedom of Information and Protection of Privacy Act*; and
 - the right to have a person present at meetings with the college.
- **To Be Heard:** Students have
 - the right to express personal opinions and views, subject always to the general law and laws of defamation;
 - the right to self-identify and express personal and cultural identity and traditional knowledge, without fear of reprisal;
 - the right to make a complaint and/or inquire about academic or other college matters and to receive a response, without fear of reprisal;
 - the right to be informed of, and be able to respond to, allegations of unacceptable behaviour or any conduct for which sanctions are imposed; and
 - the right to form, join in, or take part in a lawful group or organization in accordance with student responsibilities.
- **To Appeal:** Students have
 - the right to request an appeal regarding matters which may affect academic status and/or promotion; and
 - the right to submit a challenge regarding the formal process taken and/or decision imposed by the college that could be considered unfair, unsubstantiated, or detrimental to academic success.

STUDENT RESPONSIBILITIES:

- **Respect for Persons:** Students have the responsibility to respect the well-being and personal worth and dignity of all college students, employees, and affiliated members. This includes, but is not limited to
 - being mindful of personal well-being and initiating appropriate steps for self-care;

- behaving in a way that does not harm, or threaten to harm, another person’s physical or mental well-being;
- considering and respecting diverse perspectives and the ideas of others, even when conflicting with your own; and
- refraining from using information and communication technologies to engage in deliberate, repeated and/or hostile behaviour that has a negative impact on another person’s dignity, causes harm, or makes a person feel unsafe.
- **Respect for College Learning and Working Environment:** Students have the responsibility to actively contribute to a positive learning and working environment while on campus or participating in any learning experience associated with the college. This includes, but is not limited to
 - refraining from disrupting or interfering with college activities or impeding the educational objectives of the college;
 - using alcohol, tobacco and tobacco products, ceremonial medicines, or any other permitted substance responsibly and only in designated areas while on college property or participating in college activities;
 - requesting and receiving approval through Security Services to possess any item that could reasonably be considered a weapon (otherwise weapons are prohibited);
 - [acting honestly in all academic matters](#) and being honest when dealing with other members of the college community;
 - complying with program and professional standards in related field(s); and
 - complying with the direction of any college official who is acting in the proper performance of their duties and participating in any investigation as deemed appropriate or necessary by Security Services.
- **Respect for Property, Facilities and College Reputation:** Students have the responsibility to respect college property and facilities as well as the property and facilities of employers and community partners. In addition, students have the responsibility to represent the college in a positive manner. This includes, but is not limited to
 - refraining from using or taking property without appropriate permission;
 - being respectful and accountable when using, borrowing, and/or returning the property of the college or members of its community;
 - behaving in a way that obeys the rules and regulations of college-owned or operated facilities and other off-campus, non-Conestoga facilities while engaged in learning activities on their premises; and
 - demonstrating sound judgment and positive leadership when representing the college at all college-sponsored or affiliated events.

REFERENCES:

- [The Ontario Human Rights Code](#)
- [The College Academic Offences Policy](#)
- [The College Protection of Human Rights Policy](#)
- [The College Sexual Assault and Sexual Violence Policy](#)

- [The College Co-operative Education Policy](#)
- [The College Off-campus Activities Policy](#)
- [The College Academic Dispute Resolution and Appeal Policy](#)
- [The College Acceptable Use of Technology Policy](#)
- [The College Employee Code of Conduct](#)

REVISION LOG:

10/12/2018

Academic Coordinating Committee