

## STUDENT CODE OF CONDUCT

rev 10.15.14

The Delaware College of Art and Design has established rules and regulations that govern its relationship with enrolled students. These rules and regulations are established to ensure the safety and well-being of all students. They are binding upon enrollment, and all students agree to subscribe to them. Administrative withdrawal or dismissal may result from a failure to meet school standards of academic progress, conduct, and/or attendance, or for reasons of impaired mental or physical health, or neglect of financial obligations.

### Violations of the Code of Student Conduct

Student conduct should be orderly and respectful of the rights, safety, and privacy of others. Students are expected to keep the facilities clean, to treat equipment (both the school's and other students') carefully, and to avoid conduct or actions which offend or disturb others. Students are expected to act in a responsible manner that is conducive to the welfare of others. Violations of the Code of Student Conduct include:

- Academic dishonesty is the use of deception in any way that results in avoidance of academic responsibilities: it includes, but is not limited to, violation of copyright, plagiarism, cheating, and misrepresentation.
- Cheating—attempting to copy, force or otherwise gain information from another or from a prohibited source, with the intention of circumventing the academic testing process.
- Plagiarism—the reproduction of another's visual, verbal or written material without proper citation and with the intent to deceive. In the written form this includes, but is not limited to, verbatim copying or substantial paraphrasing, and presenting as your own the work of someone else.
- Behaviors Disruptive or Harmful to Others, the Public or Oneself—the intimidation or harassment of any member of the DCAD community will not be tolerated. This includes purposeful disruption of a class or school function, creating a public disturbance or inconvenience, fighting, unreasonable noise, or tampering with fire alarms or firefighting equipment. In the event that a student is threatening to hurt his or her self in any way, The Delaware College of Art and Design reserves the right to seek immediate medical assistance for the student and contact the student's parent or take other emergency measures as previously designated by the student.
- Theft, Willful Damage of Property and Unauthorized Entry—any abuse or misuse of College property or equipment, including theft, defacing, damage or destruction of another's property. Gaining access to any school facility through the unauthorized use of keys or other means is expressly forbidden.
- Weapons, Dangerous Instruments, Explosives, Chemical Devices- the College enforces a ban on the possession on school property of any firearm, weapon, or instrument or device that can be discharged, shot, or used to cause harm (other than by law enforcement personnel). Possession includes carrying, transporting, having custody of, storing, or displaying a weapon. Also not permitted are explosive chemicals or substances brought into College facilities with the intent of producing visible or audible combustion, explosion, or fire, including fireworks. Possession or a license to possess any of the above listed items does not constitute defense of a violation of this policy. Weapons found may be confiscated and individuals may be subject to criminal prosecution. Legal propellant sprays used for personal protection and self-defense purposes are allowed, but must be used properly in an emergency or time of threat.
- Drugs— the purchase, sale, possession, or use of an illegal substance or drug is strictly prohibited.
- Alcohol Abuse—any behavior, which involves the use of alcohol, and/or inappropriate or destructive behavior brought on by alcohol abuses. Violation of local and state laws are in effect.
- Gambling—illegal gambling on College property or at any official function sponsored by the College, student groups, or school affiliated organizations.

- Providing False Information or Failure to Provide Information Requested—providing false information with the intent to defraud or deceive. Failure to identify yourself to school officials, including security guards, when requested to do so.
- Misuse of Official Documents—includes forgery, alteration, misappropriation, or misuse of academic or non-academic records or identification cards. In the case of academic records, such as grade reports or transcripts, disciplinary action is within the jurisdiction of the director of student services and the dean.

The Delaware College of Art and Design reserves the right to dismiss any student from classes and/or student housing whose conduct is detrimental to the College. In the event that the student is classified as dependent by the IRS, Delaware College of Art and Design also reserves the right to contact a parent or guardian in the event of violations of the Code of Student Conduct. Disciplinary action for such violations falls within the jurisdiction of a Student Conduct Committee chaired by the director of student services. Delaware College of Art and Design has established “preponderance of evidence” as the official burden of proof for all alleged violations. Appeals to the decisions of the Student Conduct Committee should be addressed to the President.