

# STUDENT CODE OF CONDUCT 2021

The Joint Venture Board of the University of Sydney Foundation Program Pty Limited (USFP), as the governing authority of the University of Sydney Preparation Programs, by resolution adopts the following policy.

Dated: 30 July 2021

Last amended: N/A

Signature:

Position:

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### 1 Name of policy

This is the Student Code of Conduct 2021.

### 2 Commencement

This policy commences the day after the day on which it is registered.

### 3 Policy is binding

Except to the extent that a contrary intention is expressed, this policy binds The University of Sydney Foundation Program Pty Limited (CRICOS Provider Code: 00026A), staff, students and affiliates.

## 4 Overview

This policy sets out the mutual expectations of students enrolled in University of Sydney Preparation Programs (USPPs) and Taylors College Sydney (the College) to create a productive and safe environment for learning.

## 5 Application

- (1) This policy applies to:
  - (a) students enrolled in USPPs delivered on behalf of the University of Sydney by Navitas Australia Pty Limited (formally named Study Group Australia) (CRICOS Provider Code: 01682E), trading as Taylors College Sydney (the College)
  - (b) staff of the College, and
  - (c) any College-related conduct or activities.
- (2) The policy must be read in conjunction with College policies and procedures.

## 6 Definitions

<b>Affiliates</b>	means consultants and contractors to the College; members of the Board of USFP; members of College committees; and any other persons appointed or engaged by USFP to perform duties or functions on its behalf.
<b>The College</b>	means Taylors College Sydney.
<b>College Director</b>	means the most senior staff member for the College (or their delegate).
<b>Delegate</b>	means a person who has been authorised to perform a specific responsibility.
<b>International student/overseas student</b>	means a person (whether physically located within or outside Australia) who holds or needs a visa with rights to study in Australia, and who has the right to enrol at the College.
<b>Student</b>	means a person who is currently an enrolled student in a University of Sydney Preparation Program. (This does not include former students).
<b>University of Sydney Preparation Programs (USPP)</b>	means the non-award pathway programs offered by the University of Sydney and delivered by Navitas Australia trading as Taylors College Sydney. They include the University of Sydney Foundation Program and the High Achievers Preparation Program (HAPP).

## 7 General principles

- (1) The College is committed to providing:
  - (a) a high quality education for all students in a lawful, safe, supportive and respectful environment;

(b) fair treatment of all students;

and expects that all students display appropriate behaviour and comply with the requirements of this Code of Conduct.

- (2) Students who do not comply with this Code of Conduct may face disciplinary action in accordance with the Student Misconduct Policy and Procedures.

## **8 Records Management**

Records in association with this policy will be kept in accordance with the Records Management Policy and Procedures. Confidential documents related to the implementation of the policy will be maintained according to relevant privacy requirements.

## **9 Student Code of Conduct:**

All students must:

- (1) familiarise themselves with the College policies and procedures and know their rights and responsibilities as students of the College
- (2) familiarise themselves with Australian laws and abide by all requirements
- (3) treat all other students and College staff with respect and courtesy regardless of gender, religion, race, sexuality or disability
- (4) behave in a manner that is not threatening, harassing, discriminating, bullying or intimidating towards other members of the College and wider community, on or off campus or through social media
- (5) show integrity and honesty in dealing with other students, College staff and the University of Sydney community
- (6) respect the privacy of other students and staff, including in electronic or other forms of communication
- (7) display a collaborative approach and act in a manner that does not restrict the members of the College community from carrying out their duties or studies
- (8) contribute equitably to group work, projects and other learning experiences
- (9) support academic freedom and freedom of speech for themselves and for others
- (10) comply with directions received from College staff and with health and safety requirements in accordance with the Work Health and Safety Policy
- (11) maintain satisfactory course progress and attendance, meet assessment deadlines and course requirements for the whole duration of their program
- (12) complete any mandatory online training modules, including showing commitment to a culture of academic integrity
- (13) use the College's learning and support resources and facilities responsibly, displaying respect for the rights of other users
- (14) participate in communication with the College as required, by responding to correspondence and by providing updates on changes in contact details within 7 days, or other personal circumstances that might affect their studies
- (15) participate in College survey and evaluation activities, and provide constructive feedback on both the quality of teaching and the content of their subjects.

## **10 Rescissions and replacements**

This document replaces the following, which are rescinded as from the date of commencement of this document:

- (1) Not applicable

## NOTES

Student Code of Conduct 2021

Date adopted: 30 July 2021

Date registered: 13 August 2021

Date commenced: 13 August 2021

Administrator: Position title of the most senior person responsible for the day to day operation of the policy

Review date: At least once every 5 years from the date of commencement

Rescinded documents: Not applicable

Related documents:

- (1) *Education Services for Overseas Students Act 2000 (Cth)*
- (2) *Education Services for Overseas Students Regulations 2019 (Cth)*
- (3) Higher Education Standards Framework (Threshold Standards) 2021
- (4) National Code of Practice for Providers of Education and Training to Overseas Students 2018 (the National Code)
- (5) National Standards for Foundation Programs
- (6) *Privacy Act 1988 (Cth)*
- (7) Academic Integrity Policy and Procedures
- (8) Attendance Policy and Procedures
- (9) Records Management Policy and Procedures
- (10) Sexual Misconduct Policy and Procedures
- (11) Navitas Wellness, Health and Safety
- (12) Student Complaints and Appeals Policy and Procedures
- (13) Student Misconduct Policy and Procedures
- (14) Student Privacy Policy
- (15) Student Progression and Exclusion Policy and Procedures
- (16) Student Support Procedures
- (17) University of Sydney Under 18 International Students Policy 2016
- (18) University of Sydney Under 18 International Students Procedures 2016

## AMENDMENT HISTORY

Nil