

Student Conduct

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It is student's responsibility to read, understand and comply with the College's Academic Policies, which are reviewed regularly, updated and posted on the College website. If students have any questions regarding these policies, please contact Student Services. Please see the Academic Policy on Student Rights and Responsibilities on the College website (gprc.me/policies).

ATTENDANCE

Regular attendance is crucial for student success. As noted in the Student Rights and Responsibilities, faculty members may prescribe attendance requirements for specific courses and in addition, programs may have mandatory attendance requirements.

Attendance is mandatory for apprentices. Unauthorized absences may result in termination of training and training allowances.

STUDENT RESPONSIBILITY

Students are personally responsible for the continuing completeness and accuracy of their registration. This requires careful attention to course selection and compliance with prerequisite, corequisite, and program completion requirements. Students need to ensure that their course selection is appropriate for their program and includes those courses and credits required for graduation.

DRESS

Students are expected to conform to dress and safety standards consistent with those of the career field of their program for health, safety, and sanitary reasons. GPRC reserves the right to establish codes of safety and health dress standards in addition to government and professional standards.

ACADEMIC GRIEVANCE

If students feel the actions of an academic staff member are affecting their academic standing, they are encouraged to seek advice and follow the procedures detailed in the Student Academic Grievance Policy. All discussions regarding a student's concerns are bound by a code of professional ethics that demands confidentiality unless they specifically give permission in writing for the information to be shared.

Normally, students will be encouraged to approach the instructor to share their concern. If satisfaction is not achieved as a result of the discussion with the instructor, students are encouraged to carry the concern to the Chair of the Department. The Chair will normally meet with the student and the instructor to facilitate a timely resolution to the issue. Students may request the presence of an advocate at this stage or at any other stage in the grievance process.

If their concerns are not resolved by these informal processes, the Chair of the Department will ask students to prepare a written statement of the grievance which clearly indicates the outcome they expect, and the appropriate Academic Dean shall try to negotiate the resolution. This step normally moves their concern into the formal grievance process. At this stage students will want to ensure that they have a complete copy of the Student Academic Grievance Policy.

Students have the right to fair and equitable procedures for resolving matters affecting academic standing. The Student Academic Grievance Policy is available on the College website.

COPYRIGHT

Students must obey the Canadian Copyright Act. If students require specific information about copyright, they should consult the Library Digital Production Technician or the Library Reference person on duty. GPRC's policy and guidelines for academic use of copyright-protected works may be found on the Library website.

ACADEMIC DISHONESTY

The College expects intellectual honesty from its students. Intellectual honesty demands that the contribution of others be acknowledged. To do less is to cheat. Intellectual dishonesty undermines the quality of academic activity and accordingly, the College has adopted appropriate penalties for student misconduct with respect to issues related to academic integrity. Penalties are levied according to the degree of the infraction. If students are unsure whether a particular course of action might constitute plagiarism, they are advised to consult with the instructor.

Refer to the Student Misconduct: Academic and Non-Academic policy.