

Lincoln University Student Code of Conduct

Last Modified: 7/02/2023
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Business Owner: Deputy Vice-Chancellor, Student Life
Approval Authority: Vice-Chancellor

1. PURPOSE

The purpose of this Code of Conduct is to:

- Stipulate that the laws of New Zealand apply to all students of Lincoln University. Any actual or suspected breach of the law will be referred to the appropriate authorities for investigation and action.
- Collect in one convenient place references and links to University policies and procedures and compliance documents that govern student conduct.
- Provide students with guidance on the standards of conduct expected of them.
- Affirm the commitment of the University to provide a safe environment for the benefit of all staff, students and visitors.
- Emphasise the obligation of the University under the [Education and Training Act 2020](#) to guarantee members of the University community the freedom within the law to question and test received wisdom, to put forward new ideas and to state controversial or unpopular opinions.

The Code does not address all possible issues concerning the conduct of students but provides a set of principles to be adopted by students while undertaking their studies and conducting their relationships with fellow students, staff and the community.

2. PRINCIPLES

Lincoln University is committed to encouraging students to pursue personal growth and excellence regardless of the location or medium (whether on campus, off campus, online or via other media). Respect for self and others, both within and outside the University community, lies at the heart of our ethical values and standards of conduct. As a place of learning and research, the University encourages its students to critique and challenge prevailing ideas and opinions and expects that they do so in a manner which is lawful, respectful and constructive.

3. STUDENT RESPONSIBILITIES

Upon enrolment, all students undertake to comply with Lincoln University regulations and policies. It is the responsibility of the University to publish these various compliance documents in an accessible manner. It is the responsibility of students to acquaint themselves with such compliance documents.

Each student at Lincoln University has a set of responsibilities that include, but are not limited to, the following:

- Provide information to the University that is accurate and not misleading.
- Treat other students, staff, and members of the community with courtesy and respect for their rights and property both on and off campus.
- Not engage in any racial, sexual, religious, or other improper bullying, harassment or discrimination of any person both on and off campus as outlined in the Prevention of Bullying Harassment and Discrimination Policy.

- Take care and responsibility to uphold the reputation of the University and not engage in activities which could or would unfairly bring the University into disrepute.
- Ensure their own health and safety and that of those around them.
- Not bring on to campus any firearm, other weapon or object with the potential to cause danger or offence.
- Actively contribute to their learning by attending classes, meeting their obligations and course requirements.
- Submit original work and abide by deadlines when submitting work for assessment.
- Act with honesty and integrity when undertaking academic studies and research and accessing University systems.

4. DISCIPLINARY PROCESS

In most instances an allegation of misconduct will be dealt with by the procedure and penalties outlined in the Student Discipline Regulations.

The University will address suspected misconduct:

- In a way that safeguards the physical and emotional well-being of any person affected.
- In a timely manner.
- Wherever possible through an informal process at the lowest level appropriate.
- Wherever possible through restorative processes that involve the direct participation of affected parties in a process to resolve matters.

Students suspected of misconduct will be given a reasonable opportunity to respond to a complaint before any finding of misconduct or decision as to the appropriate consequence occurs.

5. GRIEVANCES AND APPEALS

Any student unhappy with a University process or decision has a right of appeal as outlined in the Student Discipline Regulations or the Academic Appeals Policy and Procedure as appropriate.

6. VARIATIONS

The University reserves the right to amend its statutes, regulations and policies from time to time. Ignorance of University statutes, regulations and policies is not an acceptable excuse for their breach.

Faculties, departments, schools, and halls of residence may also establish and update rules and codes of practice from time to time which are relevant to their particular discipline or circumstances.

7. RELATED DOCUMENTS

The following documents relate directly to and amplify this Code of Conduct.

- [Student Discipline Regulations](#)
- [Code of Conduct, Field Trips, Tours and other External Activities](#)
Outlines expectations for student behaviour on field trips.
- [Lincoln University Calendar – Section F: Academic Integrity](#)
Defines misconduct; outline the disciplinary powers and processes of the University
- [Proctor Schedule of Penalties for Misconduct](#)
Outlines the fines that can be imposed by the Proctor for various offences
- [Academic Integrity Policy and Procedure](#)
Outlines the process for staff to deal with dishonest and improper practice in internal assessment.
- [Accommodation Conditions, Community Standards and Student Management Policy](#)
(Under accommodation documents.) Outlines obligations and processes for students living in university halls and other university accommodation.

- [Prevention of Bullying Harassment Policy](#)
- [Prevention of Bullying, Harassment & Discrimination: Guidelines](#)
Outline expectations of the University and the process for investigation and resolving complaints.
- [Sexual Harm Policy](#)
- [Sexual Harm Procedure](#)
Outline the framework of procedures to enable complaints of sexual harm to be addressed, supported, and resolved.
- [Health and Safety Policy](#)
Outlines the responsibility of the University to provide a safe and healthy working environment.
- [Vertebrate Pest Control Policy](#)
Outlines circumstances and restrictions relating to firearms use by staff and students.
- [Academic Appeals Policy and Procedure](#)
Outlines the process for students to make formal complaints to the University.
- [IT Acceptable Use Policy](#)
Establishes specific requirements for the appropriate use of all information technology (IT) resources at Lincoln University
- [Education \(Pastoral Care of Tertiary and International Learners\) Code of Practice 2021](#)
Provides information for students and their parents on what to do if they have a complaint about their treatment by a New Zealand education provider or agent of an education provider
- [Vehicle Registration and Traffic Policy](#)
Outlines the requirements for those wishing to bring vehicles onto campus and details penalties for infringement.

8. REVIEW AND APPROVAL

This policy will be reviewed by the DVC, Student Life every three years and reported to the Vice-Chancellor for approval.

Business Owner	Deputy Vice-Chancellor, Student Life
Approval Authority	Vice-Chancellor