



Policy Name	<b><i>Student Rights and Responsibilities Policy</i></b>		
Policy #	SR 1.0	Category	Student Rights and Responsibilities
Policy Owner	Vice President – Students and Campus Life	Effective Date	February 1, 2021
Policy Lead	Associate Vice President – Polytechnic Education and Student Success	Review Date	February 1, 2024
Approved by	Executive Management Committee	Approval Date	January 20, 2021

**1.0 Policy Statement**

NAIT values respect, collaboration, celebration, support, and accountability. As a community, we believe that all students have certain rights that protect and support them through their education. These rights come with responsibilities to ensure that everyone is treated in a way that aligns with NAIT values. This policy outlines the rights and responsibilities of students at NAIT that are essential to ensuring a healthy and safe learning environment.

**2.0 Scope**

This policy applies to all NAIT applicants and students. In rare circumstances, it may also apply to individuals who have completed their education if NAIT staff are made aware of behaviour which is contrary to this policy that occurred while they were a student.

**3.0 Definitions**

Term	Definition
Bullying	Unwanted, aggressive behaviour usually intended to control another person’s behaviour; a form of aggression where there is a real or perceived power imbalance.
Cheating	Obtaining or attempting to obtain information from another student or an unauthorized source, representing another’s work as their own, or misrepresenting themselves or their work on evaluated coursework.
Complainant	The person who brings forward information that a violation of this Policy may have occurred OR who was primarily impacted by the violation.
Complaint	A formal allegation of a policy violation submitted to NAIT by a complainant seeking recourse in accordance with NAIT policy and/or procedure.
Consent	A voluntary agreement to engage in an activity. This is an active, direct, voluntary, unimpaired, and conscious choice and agreement between the individuals engaging in the behaviour.
Discrimination	The unjust or prejudicial treatment of others based on aspects of identity.
Harassment	Any single incident or repeated incidents of objectionable or unwelcome conduct, comment, bullying or action by a person that the person knows or ought reasonably to know will or would cause offense or humiliation to

	another person, or adversely affects the person's health and safety. It also includes harassment within the meaning of the Canadian Human Rights Act (i.e. based on race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, disability, etc.)
Hazing	Forcing a person to engage in behaviour that is harmful or an affront to one's dignity, and atypical of an individual's normal behaviour, in order for them to belong to an organization, team or group. Due to the peer pressure involved in hazing, consenting to a behaviour does not exclude the perpetrators of the behaviour from being held in violation of this Policy.
Learning Environment	The physical and virtual space where learning takes place including but not limited to classrooms, hallways, common areas, labs, digital learning resources like Moodle, practicum locations, all social media platforms, and other spaces on campus.
Partner Organizations	Groups or Organizations that are affiliated with NAIT formally or informally, such as Alberta Industry Training, Corporate Partners (practicum employers, applied research partners, etc.)
Plagiarism	The representation of another individual's work as one's own or the failure to adequately attribute work to its original creator.
Respondent	A person who is alleged to have violated the policy.
Sanction	Binding requirements that a student must follow resulting from formal adjudication of misconduct that are recorded on a student's conduct file.
Sexual Violence	Any violence, physical or psychological, carried out without consent through a sexual means or by targeting sexuality. This includes, but is not limited to sexual assault, sexual harassment, stalking, indecent exposure, outing, voyeurism, degrading sexual imagery, distribution of sexual images, video or other materials of a community member without their consent.
Stalking	Harassment of a person through unwanted or obsessive behaviour and attention.
Student	For the purposes of this Policy, a person is considered a 'student' from the moment they are enrolled in a program or course until they have graduated or completed.
Threats	The communication of a direct or implied intent to do physical, emotional, or reputational harm to a person, group, or property.
Violation	Behaviour that is contrary to one or more of the rights, or negligent of one or more of the responsibilities, listed in this Policy.
Violence	An act involving physical force intended to intimidate or harm, including physical contact or aggressive behaviours like shouting or gestures.

## 4.0 Guiding Principles

### 4.1 Student Rights

- 4.1.1 The right to an inclusive learning environment that respects NAIT's values and is free from discrimination based on but not exclusive to race, religious belief, colour, gender, gender identity, gender expression, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status, sexual orientation, Aboriginal status, scholarship status, funding status, veteran status, program or year of study.
- 4.1.2 The right to a learning environment that preserves and protects a student's safety and sense of dignity, that is free from violence, harassment, sexual

violence, threats, stalking, bullying, hazing, or any other risks to health and safety.

- 4.1.3 The right to be presumed in compliance with the NAIT Rights and Responsibilities Policy until a violation of this policy has been established after a fair process has been undertaken by an impartial and unbiased decision maker, in accordance with this policy and related procedures.
- 4.1.4 The right to free speech, expression, inquiry, assembly, belief, religion, and political affiliation so far as the expression of this right does not interfere with the rights of others or violate NAIT Policy.
- 4.1.5 The right to fair academic assessment, based on the communicated expectations of a program, class, course, or area of study.
- 4.1.6 The right to consult with support services in relation to processes occurring due to the exercise these rights or of alleged violations of these responsibilities, including but not limited to the Student Resolution Office, or a NAITSA representative.
- 4.1.7 The right to access policies, procedures, guidelines, and expectations that may affect them.
- 4.1.8 The right to the protection of privacy in accordance with NAIT policies and procedures, and applicable Provincial and Federal legislation.
- 4.1.9 The right to be free from any retributive actions resulting from asserting these rights or making a complaint under this policy, provided the complaint is not spurious.
- 4.1.10 The right to have any consequences or expectations resulting from a violation of this policy communicated in an effective, clear, and timely manner.
- 4.1.11 The right to appeal decisions made under this policy and related procedures.

## **4.2 Student Responsibilities**

- 4.2.1 The responsibility to foster and model a NAIT learning environment that values respect, collaboration, celebration, support, and accountability.
- 4.2.2 The responsibility to ensure that NAIT's learning environments are free from discrimination on any grounds mentioned under section 4.1.1 of this Policy.
- 4.2.3 The responsibility to abide by and stay informed of processes, procedures, and expectations, both formal and informal, communicated by NAIT staff.
- 4.2.4 The responsibility to check for, and respond to, NAIT communications in a timely and respectful manner.
- 4.2.5 The responsibility to uphold the highest standards of academic and personal integrity, including avoiding all instances of cheating, plagiarism, or the falsification of documents, or statements, as well as avoiding all instances of making and/or facilitating false representation.
- 4.2.6 The responsibility to conduct oneself in a way that is appropriate and respectful of the rights of others in the community, both in person and online.
- 4.2.7 The responsibility to respect the property and environments in which students learn.
- 4.2.8 The responsibility to ensure that the educational experience of other NAIT students is not interfered with inappropriately.
- 4.2.9 The responsibility to be aware of and complete all obligations, including but not limited to payment of fees, submission of assignments, attendance in class, assigned coursework, and administrative requirements for one's program.

- 4.2.10 The responsibility to report issues pertaining to the health, safety, and security of the NAIT community to the appropriate staff member as soon as possible.
- 4.2.11 The responsibility to abide by all municipal, provincial, and federal laws, statutes, and legislation while in the NAIT learning environment
- 4.2.12 The responsibility to cooperate with NAIT staff in the execution of NAIT Policies and Procedures.

**4.3 Jurisdiction & Authority for Decisions of Responsibility**

- 4.3.1 This policy will apply to all NAIT students in all NAIT learning environments, including digital environments like social media. This policy will also extend to off-campus environments when the environment has been acquired for use by NAIT or a NAIT affiliate like student groups, individual programs, or schools or when the evidence suggests that a real and substantial link to NAIT, NAIT activities, the NAIT community or NAIT related functions exists.
- 4.3.2 The Student Resolution Office or designate is responsible for decisions of responsibility under this policy except where otherwise identified.
- 4.3.3 Authority for Sanctions is defined in SR 1.04: Formal Adjudication Procedure.

**4.4 Student Groups**

- 4.4.1 NAIT recognizes the value that student clubs and groups bring to campus. However, Student Groups have a critical responsibility to ensure that their activities do not violate the rights of NAIT students. NAIT reserves the right to treat the Group as an individual under this policy, which means the group may face sanctions or dispute resolutions or sanctions in addition to, not instead of, any resolutions or sanctions assessed to individual members, attendees, or leaders of the Group.

**5.0 Other Related Documents**

- HS 3.0: Sexual Violence Prevention and Response Policy
- CS 1.1.1: Threat Assessment Team Procedure
- HR 6.0: Respectful Workplace Policy
- HR 6.01: Respectful Workplace Procedure
- AD 2.0 Academic Progression Policy (and related procedures)

**Document History**

<i>Date</i>	<i>Action/ Change</i>
January 2021	Three-year review complete. Minor changes.
May 9, 2022	Updated Policy Owner Added clarification to 4.2.5
March 31, 2023	Removed reference to the Ombudsperson in 4.1.6

I have read, and agree to follow, the Student Rights and Responsibilities Policy.

Date:

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Student Name:

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Student Signature:

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