

## AC.3.4.1 Student Code of Conduct

### Schedule C: Non-Academic Misconduct Sanctions

A student who has been found to have committed an act of non-academic misconduct under this Code shall, except only in special circumstances, be subject to disciplinary measures, including without limitation any of the following (alone, in combination or in conjunction with other disciplinary measures), depending on and commensurate with the circumstances and depending upon whether the act is a first or subsequent offence. If criminal activity is involved, SAIT shall involve and/or coordinate with applicable city or federal police forces. All sanctions are noted on the student's record. The sanctions of suspension and expulsion are also noted on the student's transcript either for a period of seven years (in the case of suspension) or permanently (in the case of expulsion).

**1. Formal Warning/Reprimand**

Written warning or reprimand that continuation or repetition of prohibited conduct may be cause for additional disciplinary action.

**2. Formal Apology, either written or verbal**

**3. Community Service**

Prescribed service to the SAIT community commensurate with and appropriate to the specific violation(s).

**4. Restitution**

Monetary reimbursement for loss of, damage to, or destruction of SAIT property or property of other parties to be paid to the aggrieved party by a specified date.

**5. External Rehabilitative Assistance**

Undertaking by the student to seek rehabilitative assistance from outside SAIT, with a further undertaking to attend all such rehabilitation sessions before being readmitted to class.

**6. Restriction of Privileges or Contacts**

Formal limitation imposed upon the use of specific SAIT facilities (including but not limited to the Campus Centre, computer labs, library and/or parking lots) and/or contact with a specified person(s) for a prescribed period of time.

**7. Notation**

Notation in the student's record that results in the withholding of the student's official grades or other indicators of academic attainment, withholding of official transcripts, and/or denial or termination of registration until the student provides evidence that he/she has completed



SAIT disciplinary measures. Similarly, the student's record may contain a notation as to the misconduct and consequence, and the notation may be temporary or permanent.

## **8. Suspension**

A student may be prohibited from accessing SAIT premises and any or all SAIT courses, programs and services for a prescribed period of time or until specified conditions are satisfied. After the applicable period of time has passed and/or the conditions have been met, the student may be eligible to reapply to his/her program of study or another SAIT program or course(s) and have his/her full rights and status as a SAIT student restored. Although the specified suspension period has elapsed and the student may reapply to SAIT, the student will not necessarily be accepted into or granted a place in his/her former or another program of study, depending on the number of seats then available in that program. The student's suspension shall be recorded on both his/her SAIT transcript and SAIT record for seven years. Any suspension for non-academic misconduct shall require the prior authorization of the president and CEO or the vice president, academic. If the student in question poses a possible risk to safety or security, then the suspension may be put into effect immediately, prior to any investigation, initial hearing or appeal hearing. The Office of the Registrar shall advise international students that any disciplinary action resulting in suspension from the institute under procedure [AC.3.4.1 Student Code of Conduct](#) may result in loss of study privileges upon notification of the student's sponsoring agency and/or Canada Immigration as appropriate.

## **9. Expulsion**

Permanent (life-time) restriction from accessing any SAIT premises and/or registering for or attending any SAIT courses, programs, and services. The student's expulsion shall be permanently recorded on both his/her SAIT transcript and SAIT record. Any expulsion for non-academic misconduct shall require the prior authorization of the president and CEO or vice president, academic. If the student in question poses a possible risk to safety or security, then the expulsion may be put into effect immediately, prior to any investigation, initial hearing or appeal hearing. The Office of the Registrar shall advise international students that any disciplinary action resulting in expulsion from the institute under procedure [AC.3.4.1 Student Code of Conduct](#) may result in loss of study privileges upon notification of the student's sponsoring agency and/or Canada Immigration as appropriate.