



# *Termark Technical Institute*

## Student Code of Conduct

1. **Seating** for Students have been placed to comply with local fire codes. DO NOT rearrange seating. Students should remain seated during class sessions. No Lying on the floor or sleeping while school is in session.
2. **All Laptops, cameras or camera phones or telephones with Internet capabilities** shall remain stowed during class. Absolutely NO text messaging in class.
3. **Cell Phones** must remain either in the “OFF” or MUTE” position while in class. If calls must be made during class sessions they should be outside the classroom.
4. Unless provided by the school, **NO FOOD or SNACKS** shall be brought into the classroom. Hotel venues who provide breakfast bars for their guest are “OFF LIMITS” to our students unless they are able to verify they are a paid guest of the specified hotel.
5. Students must produce state issued photo identification at time of registration. **Anyone caught attempting to impersonate another student by signing in for that person will be immediately removed from the classroom without the opportunity to complete the course.**
6. For safety reasons, absolutely **NO HORSEPLAY in the classroom.**
7. **Do not talk over the instructor** as the material is being presented. Questions on the material presented should be reserved for the appropriate Q&A time allotted.
8. **Absolutely NO TALKING during any examination.** Anyone caught cheating or talking during any test will be removed from the class.
9. **Late Arrivals** – Since the majority of our courses are state or organizational sanctioned we must insist prompt arrival of all class sessions. Students must make up any time missed prior to receiving any credit for the course attended.
10. **The instructor reserves the right to eject any student who is abusive or disruptive in the classroom.** Students who are ejected for reason will not be afforded the opportunity of returning to our school.

I have read the above referenced “Student Code of Conduct” and agree to abide by it’s terms and conditions.

Student Name: \_\_\_\_\_

Student Signature: \_\_\_\_\_

- *Name Printed*

Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_