

Respectful Behavior and Fair Treatment

Name of Policy

January 01st, 2008

Implementation Date

Senior Education Administrator

Position(s) Responsible

January 31st, 2024

Date of Last Revision

Policy On Respectful Behavior and Fair Treatment

Introduction

ACE Community College (ACC) has created to formalize the College's commitment to ensuring that its students have a positive experience from the first encounter to graduation and beyond. It is the policy of the College to formalize the process as outlined below. This policy applies to all students enrolled at the College.

Commitment to Respectful and Fair Treatment

- 1.1. The College recognizes that fostering an environment characterized by respect for the rights, dignity, and integrity of others is indispensable for the well-being of the College community.
- 1.2. Every student is entitled to engage in a learning environment that champions respectful behavior, prohibits discriminatory practices, and ensures freedom from harassment, discrimination, and violence.

College's Commitment to Students

- 2.1. The College provides students with a student-focused learning environment.
- 2.2. Faculty Members with real-world industry experience are appointed to teach and guide students.
- 2.3. The College always maintains clean and well-maintained in-class facilities.
- 2.4. Students receive accurate, honest, and reliable advice from qualified Admissions personnel before applying for any Programs.
- 2.5. Admissions personnel support students throughout the admissions process.

2.6. Student Services is available for problem-solving, complaint resolution, and general inquiries.

2.7. The College actively assists current students in securing suitable employment aligned with the knowledge and skills acquired during their studies.

Respectful Behavior Expectations

3.1. All members of the College community bear the responsibility of upholding a climate of respectful behavior, guided by the following principles:

- ✓ Behaving respectfully towards others.
- ✓ Valuing each other's work and roles.
- ✓ Cultivating relationships based on trust.
- ✓ Promoting a fair, supportive, and responsive climate.
- ✓ Creating a welcoming environment through words, actions, and physical surroundings.
- ✓ Encouraging open and honest communication.
- ✓ Celebrating our differences.

3.2. In the event of issues, individuals are encouraged to communicate directly, in a respectful manner, and listen attentively to the other party's point of view. If resolution proves elusive, students are encouraged to seek assistance from Student Services.