

PERSONAL PRACTICES POLICY

It is expected that in their personal habits, manner of dress and speech, amusements and recreation, all students will be mindful of the name of the Lord Jesus Christ and of this Institute committed to His work. Shorts, tank-tops, hot pants, thong type shoes, tight fitting clothes or loose ones that expose body limbs or torso are forbidden on Institute property. Students wearing such will not be admitted to class. There are no exceptions

We teach that liquor and tobacco, bold styles of dress, worldly amusements and recreation, coarse language, and gossip are serious hindrances to a strong spiritual testimony for Jesus Christ. Our students are urged to live a life of separation from the world's life-style and to maintain a true witness for the Lord Jesus Christ.

CODE OF STUDENT CONDUCT

A student upon admission assumes the obligation of conduct that is suitable to an academic institution. Attendance at the Institute is a privilege, not a right. Misconduct is a cause for this privilege to be taken away.

Categories of misconduct at the Institute:

1. *Dishonesty, cheating or plagiarism.* The faculty members expect all students to exercise high standards of academic honesty in their work.
2. *Forgery.* ALL documents sent to the Institute must be genuine information from other academic organizations.
3. *Physical and verbal abuse.* No individual at the Institute will threaten or endanger the safety and health of any person at the Institute.
4. *Theft or damage* of Institute, staff or student property.
5. *Unauthorized entry* of Institute facilities.
6. *Disorderly conduct* or lewd, indecent, or obscene conduct.
7. *Obstruction or disruption* of teaching, research, administration or any other activities that the Institute has sponsored.
8. *Smoking* on premises, possessions of a narcotic or alcoholic beverage are strictly forbidden at the Institute.
9. *Sexual harassment*, which is defined as "unsolicited and nonreciprocal pressure of a sexual nature," is strictly forbidden. All handholding, requests for dates or personal information (or the like) by students with students, is conduct unsuitable for this Institute. Sexual harassment will not be tolerated at the Institute and shall be reported.
10. *Immoral conduct*, which adversely affects the student's suitability to be enrolled at the Institute.

All incidents of misconduct will be reported to the administration and at their discretion may become part of the student's permanent record. Before any disciplinary measures are enacted, the administration will follow the procedures described by the Lord in Matthew 18.

Possible disciplinary measures recorded on student record:

1. Reprimand and exhortation to change behavior by faculty, on a one-on-one basis. (Verbal)
2. Faculty and staff review of behavior resulting in Academic Probation given.
3. Student, faculty and staff consultation.

Dismissal, when conduct adversely affects the student's suitability to be enrolled at the
Institute.