



## **DIME Student Campus Codes of Conduct**

Upon enrolment and DIME you agree to abide by the following Codes of Conduct. Breach of these codes may result in disciplinary action being taken against the student.

- Students must not threaten with physical harm, assault, strike or jeopardize the safety or well being of any person engaged in lawful activities on campus.
- Students must not incite, or partake in, bullying behavior, verbal and/or physical harassment, and/or behavior that is deemed to be discriminatory (this extends to online behavior as outlined in the **DIME E-Code of Conduct**).
- Students must not engage in conduct that obstructs or disrupts the operational running of the DIME facility and its provision.
- Students must not forge, falsify or misuse any DIME record or document.
- Student ID cards are restricted to use by the authorized ID holder only; a student must not give or lend his or her ID card to anyone. Any missing or stolen ID cards must be to DIME reception.
- Students must not enter into or use any DIME premises or property for which it was not intended or without authorization. Students must not remain in any area that is officially restricted or closed.
- Students must not engage in unlawful gambling activities under conditions that are contrary to the provisions of state law or any applicable DIME policy.
- Smoking is prohibited inside the DIME building at all times. This Policy applies to all DIME faculty, students, staff, contractors, vendors and visitors.
- DIME enforces a No Drugs Policy. Students should note that the possession of a Michigan marijuana registry identification card does not exempt anyone from adhering to this policy; the use and possession of marijuana remains illegal under federal law and is strictly forbidden at DIME.

### **The DIME campus environment – what we expect from you**

We have designed our campus spaces for student enjoyment, learning, and creativity, so please always respect the campus and those who use it, and help us to keep the facilities clean and in good condition. To facilitate this, we ask that students adhere to the following rules:

- We ask that students do not use cell phones in classrooms; they should be switched off when on campus.
- Due to fire risk issues, students should not bring any hard instrument cases on campus.
- Please only bring water into studios (no other drinks are allowed). No alcohol is allowed on site during the hours of 9am – 6pm. No alcohol is allowed in the teaching areas of the campus at any time.
- We ask that there is no use of chewing gum (except for use in the Commons area).
- We recommend that all students and members of staff wear ear protection for live performance classes.
- We ask that students do not open any of the windows – we have air-conditioning to regulate the temperature within the buildings and it is important that we don't allow noise from DIME to disturb our neighbors. If students think that the temperature of any rooms needs to be adjusted please contact any member of our team and they will try to assist.

- All students should be prepared for class and show up 5 minutes before the class is due to start to get their seat and equipment set up and ready. This should not be done during class time.

### **Use of the Commons Area**

- The Student Hangout areas on the campus have been put in place to give students somewhere to gather when waiting for classes to start, or in between classes if there is a break in the schedule.
- Students are permitted to eat and drink in the Student Hangout areas; please show consideration for other students and DIME staff by keeping these rooms tidy and clearing up any trash that has been created while using these rooms.
- Please also note that reception houses a TV, which will be updated daily with all the latest news about **Guests**, **Shows** and other **Events**. It will also give important information and reminders about exams and assessments. Students should take the opportunity to use the Commons Area regularly to remain up to date with announcements.