



Student Conduct, Discipline, and Appeal Processes

Policy #: 5.1

Responsibility: CFRC Director

Effective Date: January 12, 2022

1. Purpose

The purpose of this policy is to establish guidelines for student conduct, disciplinary procedures, and appeal processes at the Canadian Fire Rescue College (CFRC). This policy aims to promote a safe, respectful, and conducive learning environment for all students, staff, and stakeholders.

2. Scope

This policy applies to all students enrolled in programs or courses offered by CFRC, as well as staff members responsible for enforcing disciplinary measures and handling appeals.

3. Student Conduct

3.1 Students of CFRC are expected to conduct themselves in a professional, respectful, and responsible manner at all times, both on and off campus.

3.2 Examples of prohibited conduct include but are not limited to:

- a. Academic dishonesty, including plagiarism, cheating, and unauthorized collaboration.
- b. Disruption of classes, lectures, or other educational activities.
- c. Harassment, discrimination, or any form of inappropriate behavior towards fellow students, staff, or instructors.
- d. Damage to CFRC property or facilities.
- e. Violation of CFRC policies, rules, or regulations.

4. Disciplinary Procedures



4.1 Upon receiving a report or complaint regarding student misconduct, CFRC shall initiate an investigation to gather relevant facts and evidence.

4.2 The investigation shall be conducted impartially and fairly, with respect for the rights of the student involved.

4.3 If, following the investigation, it is determined that the student has violated CFRC policies or rules, disciplinary action may be taken.

4.4 Disciplinary actions may include but are not limited to:

- a. Verbal or written warning.
- b. Probation, which may include restrictions or conditions on participation in certain activities or programs.
- c. Suspension from classes or programs for a specified period.
- d. Expulsion from CFRC.

5. Appeal Processes

5.1 Students who are subject to disciplinary action have the right to appeal the decision in accordance with the following procedures:

5.2 The student must submit a written appeal to the Director within 10 days of receiving notification of the disciplinary action.

5.3 The appeal should clearly state the grounds for the appeal and include any supporting documentation or evidence.

5.4 The Director or designated committee shall review the appeal and may conduct further investigations or hearings as necessary.



5.5 The decision of the Director or designated committee shall be communicated to the student in writing within 30 days of receiving the appeal.

5.6 The decision of the Director or designated committee shall be final and binding.

6. Policy Review

6.1 This policy shall be reviewed annually to ensure its effectiveness and compliance with applicable laws, regulations, and best practices.

7. Contact Information

7.1 Any questions or concerns regarding this policy or its implementation should be directed to admissions@canadianfirerescuecollege.com.

Signed: Director Erik Ives	
Date	2024-03-22
Effective Date	2023-01-12
Date of last Revision	2024-03-22