

**HEC MONTRÉAL**

**Code of Conduct for  
HEC Montréal Students**



## Article 1. Rules

As a general rule, all students are obliged to conduct themselves so as not to interfere with the pursuit of studies or work under safe conditions and must observe normal courtesies in a university environment.

Students must not do anything or behave in such a way as to infringe on the rights and freedoms of other members of the HEC Montréal community or harm the property or reputation of HEC Montréal, its staff members, other students or student associations at the School.

Without restricting the generality of the above, no students may, on HEC Montréal premises or during any activity held by HEC Montréal or any of its student associations:

- a) engage in physical violence or abusive behaviour, make threats or harass any other person;
- b) cause or risk causing physical danger or physical injury or cause a degrading or psychologically harmful situation;
- c) steal, take for profit, destroy or damage any property;
- d) obtain or seek to obtain any benefit by making or using fraudulent statements, counterfeit currency or falsified documents;
- e) use a computer network in such a way as to cause damage or to harm another person's reputation;
- f) prevent or interfere with the free circulation of other individuals;
- g) prevent or interfere with any HEC Montréal event, the regular running of a service or the management of HEC Montréal;
- h) perform any act that contravenes federal, provincial or municipal legislation.

HEC Montréal students are subject to this Code even if they are abroad on an exchange or training program or working as interns.

## Article 2. Procedures

Any act that could be in violation of the Student Code of Conduct must be reported to the Legal Affairs Department.

The Legal Affairs Department will investigate and determine whether the case should be referred to the HEC Montréal Student Conduct Committee.

The Student Conduct Committee consists of the Secretary General, who acts as the Committee Chair and spokesperson, five HEC Montréal students recommended by the committee of student association presidents and five School staff members. The Committee members, aside from the Secretary General, are appointed by the Director, and serve terms of three years for staff members and one year for student members.

When a case is referred to the Student Conduct Committee, the Secretary General will strike a subcommittee consisting of three or five members, i.e. the Secretary General and an equal number of students and staff members.

The subcommittee must inform the student concerned of the actions or behaviour of which he or she is accused, and allow the student to speak on his or her own behalf.

The subcommittee will decide on the appropriate discipline. Only a subcommittee consisting of five members may recommend that a student be expelled.

In all cases, the discipline must be appropriate to the nature of the offence, any previous offences and the specific circumstances of the case.

## Article 3. Discipline

The following disciplinary measures may be imposed for offences under the Code.

- a) *Warning*: A note is placed in the student's file, with no other immediate consequences;
- b) *Suspension*: The student may not enrol in courses or programs for a specified length of time as decided when the discipline is imposed, but not to exceed two years;
- c) *Permanent expulsion*: A student who is expelled from the School may not be admitted or readmitted to a program and may not enrol in any HEC Montréal course or obtain marks, a diploma or a certificate.

Aside from these disciplinary measures, the subcommittee may impose any other discipline it considers appropriate, including reimbursement for any damage caused or suspension of all access to the School's computer systems.

In all cases, decisions regarding disciplinary measures will be placed in the student's academic file.

This Code of Conduct was adopted by the Board of Directors, on the recommendation of the committee of HEC Montréal student association presidents.