

# **MADE Study Abroad - Code of Conduct**

## **READ, SIGN, & RETURN TO MADE**

In order to foster a positive environment for MADE study abroad programs and to ensure safety and success for all MADE participants, MADE has established the following Code of Conduct. All MADE study abroad program participants must read, accept, and sign this agreement in order to move forward with their enrollment. These conditions apply to behavior throughout the entire duration of the program, whether in or outside of MADE campus facilities, housing, events, excursions, or activities. During the course of their study abroad program and beyond, MADE program participants represent their home country, home institution, and MADE itself. By means of this agreement, MADE strives to cultivate mutual respect and courteous behavior among all MADE program participants.

Any violation of the conditions detailed below may result in disciplinary action. MADE reserves the right to discipline and/or dismiss any program participant whose behavior is inappropriate and/or conflicts with the code of conduct.

## **Assumption of Risk**

- All MADE participants must acknowledge and accept personal responsibility for all potential known and unknown risks of international travel and participation in the MADE study abroad program
- All MADE participants must accept responsibility for their personal safety, liability, injury, loss, or damage

## **Conduct/Behavior**

- All MADE participants are responsible for their own behavior and choices throughout their entire program duration
- All MADE participants are responsible for learning and abiding by the local laws
- All MADE participants must behave respectfully towards one another, MADE faculty and staff, local residents, etc.
- All MADE participants must treat all property, facilities, and local communities with respect

- All MADE participants are prohibited from any behaviors that could be physically or emotionally harmful to themselves or others
- All MADE participants are prohibited from possession of a weapon
- All MADE participants are prohibited from criminal behavior or violation of local laws, including theft and vandalism
- All MADE participants are prohibited from violent language and behavior
- All MADE participants are encouraged to speak up regarding any behavioral concerns
- All MADE participants are prohibited from any inappropriate or harmful conduct, including but not limited to violation of the MADE code of conduct

## **Alcohol and Drugs**

- All MADE participants are prohibited from the use, distribution, or possession of controlled substances (other than medication prescribed in the participant's name by a licensed physician) or illegal drugs ("Illegal" means drugs that are prohibited by law in either the U.S. or Italy).
- All MADE participants are prohibited from the abuse of alcohol

## **Academics**

- All MADE participants are responsible for learning and abiding by MADE policies, including attendance, classroom decorum, and grading
- All MADE participants must maintain full-time enrollment status during a semester program unless otherwise approved by their home institution
- All MADE participants are prohibited from cheating on exams, plagiarism, inadequate citation, recycled work, unauthorized assistance, or similar actions not explicitly mentioned here.
- All MADE participants must remain academically engaged from their program start date, throughout the entire duration of their program
- MADE will notify the Home Institution of participants who violate any MADE academic policies

## **Housing**

- All MADE participants are prohibited from disrupting others' rights to a peaceful living environment
- All MADE participants are prohibited from having parties or overnight guests in their MADE accommodations
- All MADE participants are prohibited from having pets or animals in MADE housing. Exceptions may be granted for service animals, depending on the availability of housing that allows service animals.
- All MADE participants will be held financially responsible for a replacement and/or lock change if their keys are lost or stolen

- All MADE participants will be held financially responsible for any damages to MADE accommodations
- All MADE participants are responsible for respecting their hosts/roommates and must refrain from exposing others to disclosed allergens
- All MADE participants are financially responsible for their pre-arranged MADE accommodations even if they choose to move out

## **Anti-Discrimination**

- MADE welcomes participants from all backgrounds and/or identities
- MADE does not tolerate any discrimination, regarding and/or among program participants, staff, faculty, local residents, etc., regardless of their background
- All MADE participants are encouraged to report any incidents of discrimination

## **Disciplinary Procedures**

In response to a disciplinary infraction, MADE may:

1. Report the incident to the participant's home institution
2. Hold the participant financially responsible for any damages or theft
3. Deny the participant permission to partake in activities, events, and/or excursions
4. Remove the participant from their MADE housing. Should this occur, the participant maintains full financial responsibility for their MADE accommodations and must personally find and fund new accommodations.
5. Mandate a disciplinary probation period
6. Dismiss the participant from the program. Should this occur, the participant maintains full financial responsibility for their MADE housing and program fees.

All MADE participants may also be held to their Home Institution's Code of Conduct, or equivalent policy, during their study abroad program.

**STUDENT NAME:**

**STUDENT SIGNATURE:**

**DATE:**