



Code of Conduct for Students of the College of Educational Sciences

Issued by the Council of the College of Educational Sciences under its decision No. () dated // 202.

Article (1):

This document is named "Code of Conduct for Students of the College of Educational Sciences / Yarmouk University," and it comes into effect from the date of its approval. It provides students and faculty members at the university with guidelines regarding expected behaviors and procedures that must be adhered to at all times, both on campus and during school practice. This code also outlines procedures for unprofessional behaviors that may affect the university's reputation.

Article (2):

The terms and phrases used in this document shall have the meanings assigned to them below unless the context indicates otherwise:

- **University:** Yarmouk University.
- **College:** The College of Educational Sciences at the University.
- **College Staff:** The academic and administrative staff appointed by the university at the college.
- **Student of the College of Educational Sciences:** A student enrolled in the university seeking an academic degree from the College of Educational Sciences at different academic levels.

Article (3):

Yarmouk University adheres to noble human values and seeks to promote them. It strives to build strong community bridges and effective partnerships, adopting values of creativity, innovation, excellence, tolerance, and openness.

Article (4):

1. The Code of Conduct applies to all students of the College of Educational Sciences at Yarmouk University. It documents the rights and duties of students.

2. This code aims to outline the acceptable behavioral standards for students, help them understand the consequences of violating or breaching those standards in the educational environment, and assist them in making responsible decisions. Students should inquire and enrich their knowledge about the university's laws, regulations, and instructions through several sources, including:
 - The university's official website.
 - The Dean of Student Affairs' website.
 - Student counseling offices.
 - Assistants to the deans for student affairs.
 - Faculty members.
 - University officials based on their area of expertise.
3. Students of the College of Educational Sciences must review this code and sign an acknowledgment indicating their full commitment to its provisions. This acknowledgment will be stored in their academic file. Violations of any part of this code will subject the student to accountability and disciplinary actions as per the university's regulations. The provisions of this code apply at all times, whether students are on campus, during field training, or at university events, both on and off-campus, and when interacting with others on social media or online.

Article (5):

Yarmouk University expects its students to adopt all noble human values, especially honesty, integrity, dedication, loyalty, fairness, love, tolerance, enthusiasm for work, and helping others. It also expects them to adhere to ethical principles, respect the rights, dignity, and identity of others, and commit to the following professional values and standards:

First: Values

The role of students in the College of Educational Sciences at the university, in general, is to adopt and develop values that form the foundational principles for education, professional knowledge, and skills, in addition to competence and behavior, from which the student's professional code of conduct originates.

The following four values are the foundations that a student in the College of Educational Sciences should adopt and adhere to during their time in the program and afterward when working as a qualified teacher. These values are:

1. **Respect:** A student in the College of Educational Sciences should support human dignity and demonstrate respect for cultural values, diversity, social justice, freedom, and concern for the environment.
2. **Integrity:** A student in the College of Educational Sciences should be honest, trustworthy, and show integrity in both their professional and public life.
3. **Care:** A student in the College of Educational Sciences should give their full attention to the school students assigned to their care at all times. Additionally, the student should demonstrate care through positive influence, good professional decision-making, and empathy towards students during their care.



4. **Trust:** Students should be trustworthy in their relationships with students, cooperating teachers, parents, professionals, and others in general. Trust is built on fairness, openness, and sincerity.

Second: Expectations of Professional Standards

It is expected that the professional standards will guide students at all times, becoming deeply rooted in their behaviors and thoughts, aiding their development as qualified teachers throughout their professional careers.

The following six expectations of professional standards should be adhered to by students throughout the program:

(a) First Expectation: Professionalism in Relationships

Students in the College of Educational Sciences should develop positive relationships with students, other teachers, school staff, parents, and the school community. Professional relationships should be demonstrated through integrity and good professional decisions. The student should also work to develop and sustain mutual trust and respect in schools and the local community.

(b) Second Expectation: Professional Integrity

Students should commit to integrity and sincerity in all their professional roles, avoiding any conflict between their professional duties and personal interests.

(c) Third Expectation: Professional Commitment

Students in the College of Educational Sciences should support and uphold professional teaching standards at all times. Communication should be appropriate and thoughtful with students, parents, colleagues, and others, in any form (including social media), at all times. Students should communicate professionally with a spirit of collegiality, trust, and respect for others.

(d) Fourth Expectation: Professional School Experience Practices

Students should work on developing and sustaining the highest professional standards concerning student learning, lesson planning, and implementation, as well as monitoring and guiding student progress through assessment, peer interaction in the classroom, and providing constructive feedback to support and enhance student learning. They should aim to develop, communicate, and implement achievable challenges and expectations in student learning and support the educational environment, enabling students to enhance their active learning. College students should use critical reflection to inform their professional judgment and continue to enhance their teaching practices.

(e) Fifth Expectation: Professional Development

Students are expected to take personal responsibility for their professional development and improve their teaching practices through critical reflection and feedback from students and other teachers.

(f) Sixth Expectation: Professional Work and Collaboration

Students should work with their peers and colleagues both at the university and in the schools where they are gaining their school experience, to share and develop best practices, thereby encouraging the highest educational and learning experiences for students. Teachers should collaborate with students, parents, university staff, administrators, and the teaching faculty at schools and in the broader community to provide the best educational experience for students.



Article (6):

Students at Yarmouk University must adhere to the principles outlined in the Code of Conduct in classrooms, laboratories, libraries, throughout the campus, and during university events both inside and outside the campus.

Article (7):

Yarmouk University guarantees freedom of expression and the exchange of ideas and opinions. However, it does not permit any violations of ethical conduct, forms of violence, harassment, discrimination, bullying, or violations of academic integrity.

Article (8):

Students admitted to Yarmouk University must comply with the university's laws, regulations, values, traditions, and rules, including the university's right to take disciplinary actions regarding any behavior that violates these regulations. They must adhere to the following:

1. Maintaining the university's reputation; refrain from insulting the university or its members, or spreading false information by any means.
2. Adhere to order within the campus, comply with security personnel instructions, protect university property, and follow the regulations and instructions concerning its use.
3. Regularly attending lectures, study discussions, exams, and all academic requirements as per the applicable regulations.
4. Cooperating with Yarmouk University members and visitors within the campus and treat them with respect, as well as respect the rights of other students, faculty members, and staff.
5. Wearing appropriate attire within the campus according to university traditions and regulations.
6. Following behavior that ensures their own health, safety, and security, as well as that of others.

Article (9):

A student in the College of Educational Sciences must understand that ignorance of the university's regulations and this code of conduct does not exempt them from responsibility. Ignoring or violating them will subject the student to disciplinary actions as per the student discipline system at the university and legal accountability.

Article (10):

Students are prohibited from disrupting lectures in any manner or inciting such actions. No student or group of students, including the student union council, is allowed to call for suspending classes or studying without the university administration's approval. Disrupting lectures, seminars, courses, exams, or university events, whether inside or outside the campus, is strictly prohibited. Students are also prohibited from preventing other students, faculty members, or staff from attending their classes or offices.



Article (11):

During exams, students are prohibited from attempting to cheat, engage in cheating, or participate in any form of cheating, including the use of mobile phones. Cheating includes providing or obtaining information during the exam or attempting to take the exam on behalf of another student.

Article (12):

Students are prohibited from using ideas or expressions from another person without citing the source from which these ideas or expressions were taken.

Article (13):

Students must act with integrity and honesty in all their dealings at the university. Forms of dishonesty include, but are not limited to:

1. Forging official documents or parts thereof, including medical reports.
2. Claiming to have done individual or group work in an attempt to gain an advantage or benefit.
3. Illegal copying of computer software.
4. Involvement in bribery of any kind.
5. Providing false information.
6. Theft or possession of stolen property.

Article (14):

Students are prohibited from distributing any printed or electronic materials (audio or visual) within the campus without prior approval from the Dean of Student Affairs and the approval of the Dean of the respective college.

Article (15):

Students must not threaten others, and must maintain the safety and protection of university property, including offices, classrooms, laboratories, libraries, gardens, courtyards, and solar panels, or any other materials owned by the university. This includes, but is not limited to, the following:

1. Participating in vandalism or deliberate destruction, such as spraying paint or graffiti on property or trees inside the campus or during university events outside the campus.
2. Disposing of waste or littering (e.g., empty bottles, cigarette butts, food containers) in places not designated for waste disposal within the campus.
3. Misuse or tampering with fire extinguishers, fire alarms, or other safety equipment.
4. Destruction or attempted destruction of private property.
5. Possessing private property without prior approval from the owner or authorized person.
6. Unauthorized entry or copying of keys or any unauthorized use of university facilities.
7. Engaging in events or demonstrations within the campus individually or collectively without prior approval.
8. Engaging in military or quasi-military activities within the campus.

9. Starting fires for any reason within the campus.
10. Inciting or supporting violence and terrorism in any form.

Article (16):

Students must refrain from any actions that lead to psychological or physical harm, including, but not limited to:

1. Using force that causes injury to others, attempting to use force or inciting violence and harm to others.
2. Directly or indirectly participating in intimidation, coercion, extortion, bribery, bullying, harassment, or threats using force or causing harm.
3. Engaging in any physical assault, including attacking others.
4. Acting in a way that humiliates or degrades others, or behaving in a manner that prevents an individual from pursuing their academic work.
5. Participating in a hunger strike on campus (whether actual or fabricated), either voluntarily or involuntarily, for any reason.
6. Possessing weapons or hazardous materials and using or distributing any type of weapons, explosive devices, dangerous chemicals, or any tools designed to cause bodily harm or threaten physical injury. This also includes the use of fireworks. Furthermore, any tools or devices that simulate weapons and pose a threat to an individual's life are considered weapons.

Article (17):

The student of the College of Educational Sciences commits to refraining from intimidating, insulting, or threatening others verbally or in writing, or through electronic means, especially if it is based on race, color, religion, age, gender, marital status, disability, illness, or nationality.

Article (18):

The student of the College of Educational Sciences commits to refraining from any act or statement that harms honor and dignity, or offends modesty, or violates good conduct, behavior, and the etiquette observed within and outside the university, in accordance with applicable regulations and within the social norms and ethics of the Kingdom.

Article (19):

Access to protected computer accounts at the university, or any other computer functions, and the deliberate transmission of computer viruses is prohibited. Additionally, the unethical use of Yarmouk University computers or its website is not allowed. It is also prohibited to create pages on social media bearing the name or logo of Yarmouk University without obtaining the necessary approvals.

Article (20):

The student of the College of Educational Sciences commits to refraining from the following actions:

1. Refusing to provide personal identification and appropriate documents when requested by administrative officials, faculty members, university management, faculty staff, or university security personnel.
2. Bringing any kind of animals to the campus without prior permission from the relevant authority.
3. Inviting lecturers or speakers to the university without obtaining prior written permission.
4. Disclosing general information on behalf of the university without obtaining prior written permission.
5. Using the university's name, logos, units, or facilities for any purpose without prior written approval.
6. Engaging in any action that hinders the safe and effective use of the university's facilities by all users.
7. Disregarding the customs and traditions of Jordanian society in choosing clothing, appearance, and general demeanor.

Article (21):

A. The student of the College of Educational Sciences is accountable for their actions at all times. The student holds a special position of trust from the university, the school, the Ministry of Education, and society at large.

B. Any violation of the (Code of Conduct) for teacher-students should be dealt with firmly and may result in disciplinary action.

Article (22):

The entities that follow up on the implementation of the provisions of the Code of Conduct for students of the College of Educational Sciences are the same as those that follow up on the implementation of the university's Code of Conduct.

Appendix 1:

Examples of Violations of the Code of Conduct for Students of the College of Educational Sciences

The following are some examples of violations of the Code of Conduct for students. These examples are not exhaustive of what might be considered violations of the document. Rather, they are mentioned to highlight different types of situations and represent specific contexts from the document.

Example 1: Altering or Misusing a Document, Record, or Official Form During School Experience

Inappropriate Behavior: A student forges the signature of the school supervisor and writes comments in the official form during the absence of the school supervisor. This is inappropriate behavior.

Appropriate Behavior: The student should contact their university instructor to ask how to complete the form in the event of the school supervisor's absence.

Example 2: Stealing School Property

Inappropriate Behavior: The student uses or takes any property from the school where they are doing their school experience without permission, in order to work on their school

experience tasks.

Appropriate Behavior: The student should ask the school supervisor if they can use materials or tools from the school to complete the required tasks.

Example 3: Behaviors that Cause Harm to Another Person

Inappropriate Behavior: The student gets involved in disagreements that may occur between regular teachers at the school, engaging in arguments or using inappropriate language.

Appropriate Behavior: The student should avoid engaging in discussions with regular teachers at the school and respect others who may have different viewpoints.

Example 4: Providing False or Misleading Information

Inappropriate Behavior: The student misses a certain amount of time during the school experience and tells the supervising teacher and university instructor that they were sick, only to later reveal that they were not.

Appropriate Behavior: The student should plan their activities at a suitable time that does not conflict with their university and school experience tasks. Sick leave is only accepted if it is from an official source recognized by Yarmouk University.

Example 5: Damaging the Reputation of the University

Inappropriate Behavior: The student tarnishes the reputation of the College of Educational Sciences through social media platforms and media outlets.

Appropriate Behavior: The student should file a complaint or grievance in writing or electronically through the forms adopted by the college, allowing the matter to be addressed objectively, transparently, and with integrity by the concerned authority.

Example 6: Negative Behaviors with Students

Inappropriate Behavior: The student expels students from the classroom during their school experience due to disruptive behavior.

Appropriate Behavior: If the student feels that the students are bored and becoming disruptive, they should try to engage the students with icebreaker activities or vary the educational activities to meet their different needs. If this does not work, the student can seek the assistance of the school supervisor to ensure they do not repeat this behavior and continue to develop the ability to handle various challenges during their school experience.





Acknowledgment Form
Code of Conduct for Students of the College of Educational Sciences at Yarmouk University

I, the undersigned,
(.....)
a student at the College of Educational Sciences, specializing in, with
university ID number:,
acknowledge that I have read and understood the provisions of the Code of Conduct for
Students of the College of Educational Sciences at Yarmouk University and hereby commit
to fully adhere to its rules.

Name:
University ID Number:
Signature:
Date: