



HOLMES UNIVERSITY FLORIDA

Student Conduct

At HUF, we endeavor to create an inclusive and collaborative learning environment - one in which everyone is treated fairly and equally and which seeks to uphold the highest standards of academic integrity and to foster mutual respect among all members of the community.

To support this, we have developed a Student Charter that is underpinned by a set of policies and procedures that seek to reinforce our commitment to a positive learning experience for everyone. We place a strong emphasis on personal responsibility. Many of our commitments and expectations will be familiar to students and are likely to align with the principles that exist within their professional working environment.

We encourage students familiarize themselves with the information included in the following sections to ensure they are fully aware of the expectations and standards expected. Should students find themselves in breach of any of the policies relating to student conduct, a claim of being unaware of the expectations and policies will not be considered as a suitable defense.

Academic Misconduct

Academic misconduct is considered to be any action or attempted action or activity, either intentional or otherwise, which may result in creating an unfair academic advantage for oneself or disadvantage for another member of the University.

There is a range of different types and examples of what constitutes academic misconduct. It is impossible to list them all, but we are including some of the most common below:

- **Plagiarism:** This is perhaps the most common occurrence of all. Students must respect the intellectual property in the work of others. In instances where the work of others is used or relied upon, it must be properly acknowledged, and authorship correctly attributed in accordance with academic practice. Incidences include:
 - Submitting the work or ideas of someone else as your own, either with or without appropriate referencing.
 - Failure to acknowledge clearly that you have used, referred to, or copied the ideas, words, data or work of another person.
 - Submitting work that has been previously submitted for other academic or non-academic purposes (also known as self-plagiarism).

All work must be referenced using an appropriate referencing convention. Holmes Institute requires the APA referencing model, which is one of the most common citation styles used. Guidance about referencing conventions is readily available on the learning hub. Students are fully responsible for ensuring they are aware of the requirements for referencing and use the appropriate convention for the course. Holmes Institute uses technology to detect and/or follow up on cases of suspected plagiarism.



- Impersonation: Submitting work prepared by another person or third party as your own; for example purchasing work from an essay mill/bank, commissioning another person to complete the work or having another person sit an exam.
- Collusion: Incidences of collusion include:
 - Unauthorized collaboration, discussion and/or sharing of materials.
 - Helping or receiving help from another student with assessed work.
- Contribution: Incidences of contribution include:
 - Failure to contribute sufficiently to group work.
 - Receiving a mark, credit or other academic acknowledgement for assessed work which has not been contributed to.
- Falsification: Incidences of falsification include:
 - Fabrication or falsification of data, findings, evidence or experimental results.
 - Falsification or invention of references.
- Misrepresentation: Making a false declaration and/or submitting false information to the Institution.
- Any misuse of Artificial Intelligence software not sanctioned by the University

All forms of academic misconduct are considered unacceptable and students may be subject to disciplinary action, which can result in the failure of the course and program. Full details of the policies and processes for dealing with them are contained in the Student Disciplinary Policy included in this catalog.

General Misconduct

General misconduct is considered to be any type of misconduct that is not specifically related to academic and assessed work. It generally relates to a breach of rules or behavior of an improper manner. It may also include behavior which brings the University and its good name into disrepute or could if it were to become public knowledge.

The following are some types and examples of general misconduct. This list is illustrative, not exhaustive.

- a) Disruption/ Interference:
 - With the academic, administrative or other activities of the University.
 - With the functions, duties or activities of any student, staff or faculty member of the Institution.
- b) Misrepresentation, including but not limited to fraud, deceit, deception or dishonesty in connection with being a student of the University.
- c) Behavior:
 - Violent, indecent, disorderly, threatening or offensive behavior or language while engaged in a University activity.
 - Bullying or harassment of any kind of any member of the community.
 - Damage to or defacement of University property, or the property of other members of the University.

- Theft or misappropriation of property belonging to the University, or other members of the University.
- Action likely to cause injury or impair safety

d) Conduct:

- Which may constitute a breach of any of the rules and regulations which may be issued by the Institution e.g. student code of conduct, use of learning resources etc.
- Which may constitute a criminal offence.

e) Hazing, which is conduct or initiation into any organization that willfully or recklessly endangers the physical or mental health of any person. Imposition or use of hazing in any form of initiation or at any time is strictly prohibited. Violation of this policy will result in disciplinary actions against the violator that will include counseling and possible expulsion from HUF.

Any incidence of general misconduct is considered unacceptable and the policies and procedures for dealing with such incidences are contained in the Student Disciplinary Policy included in this catalog.

Anti-Hazing Policy

HUF strictly prohibits any form of hazing. Hazing is any action or situation, which recklessly or intentionally endangers the mental or physical health or safety of a student on or off the HUF campus. Such activities and situations may include, but are not limited to, any physical brutality such as beating or paddling in any form; creation of excessive fatigue; kidnapping; physical and psychological abuse; verbal abuse; off-campus activities such as road trips or scavenger hunts (which involve illegal activities and/or all activities considered to be in poor taste); morally degrading and personally humiliating games and activities; sessions that interfere with scholastic activities; and any other activities which are not consistent with the Community Standards of HUF. Any allegations of hazing will result in an investigation by the administration. Any student found guilty of hazing will be disciplined by the administration in a manner consistent with the severity of the activity up to and including termination of enrollment. If any hazing activity appears to have violated any federal, state, or local laws, the results of the investigation will be provided to the appropriate legal authority.

Regulations, Policies and Procedures

We have developed our regulations and policies for all members of the HUF community. They not only protect the Institution, but also the individual. We have ensured that should a student be suspected of a breach of the regulations, there is in place a clear process in which they will be investigated and dealt with together with an opportunity for the student to respond and make their case before any conclusions are reached or actions taken. Again, it is important that students familiarize themselves with the process, including the right to appeal which are outlined in the regulations and policy sections of this catalog.

Source: Holmes University Florida Academic Catalog 2026/27, "Student Conduct", pp. 45-49; "Anti-Hazing Policy", p. 117. Where there is any inconsistency between a policy and the Academic Catalog, the Academic Catalog prevails.