



# emanate

EQUIPPING FOR CROSS-CULTURAL  
CHURCH PLANTING

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## STUDENT RIGHTS & RESPONSIBILITIES

### Introduction

Ethnos Canada is a place of teaching and learning, where people value diversity, honesty and respect in their direct and indirect interactions with one another. It is acknowledged that these values can only be meaningful, and these freedoms fully realized, in an atmosphere of safety and security. All Ethnos Canada students have rights and responsibilities as outlined in this document and are expected to uphold the identified values for the benefit of the entire Ethnos Canada community.

The identified rights and responsibilities listed are interdependent and interconnected. Where there is a tension between rights and responsibilities that are linked, those involved must recognize the need to achieve an appropriate balance.

#### I. Students have the following rights:

- The right to participate in activities at Emanate, without harassment, intimidation, discrimination, disruption or acts of violence.
- The right to freedom of inquiry, expression and assembly on the property.
- The right to fair procedures in proceedings under this Code.
- The right to respect one's person and property.
- The right to privacy of personal information.

#### II. Students have the following responsibilities:

- The responsibility to behave in a way that does not harm or threaten to harm another person's physical or mental wellbeing.
- The responsibility to uphold an atmosphere of civility, honesty, equity and respect for others, thereby valuing the inherent diversity in our community.
- The responsibility to consider and respect the perspectives and ideas of others, even when the student does not agree with their perspectives or ideas.
- The responsibility to respect the property of others including the property of Ethnos Canada.
- The responsibility to be fully acquainted with and adhere to Ethnos Canada and Emanate policies, procedures or rules.
- The responsibility to respect the privacy of personal information of others and treat disciplinary outcomes as confidential.

## Reason for a Code of Student Right & Responsibilities

This Code of Student Rights & Responsibilities is intended to be educative and promote accountability among students toward their peers and other members of the Ethnos Canada community. This Code identifies those behaviours that are disruptive to the educational purposes of the mission, make the campus less safe, diminish the dignity of individuals and groups, and the enjoyment of their rights. It applies specifically to students because the behaviours of non-student members of the Ethnos Canada community are held to comparable standards of account by provincial laws.

## Community Standards for Student Contact

As a loving community of Christians, Ethnos Canada expects that all students will demonstrate the highest standard of respect for people and property. Scripture is full of exhortations to look out for the welfare of others and to build each other up, to be good protectors, wise stewards of that which God has given to us, and to be honest and keep our word. Ethnos Canada is committed to foster respectful interpersonal relationships regardless of gender, race or age.

**Unacceptable Behaviours:** The following are examples of behaviours that are not acceptable in the Ethnos Canada community. When a student willfully engages in these, they may be cause for disciplinary action. When appropriate, these may be reported to civil authorities for legal action:

- **Dishonesty:** Ethnos Canada regards both lying and misrepresentation as unacceptable behaviours.
- **Injurious or Offensive Action:** Physical assault; infliction of psychological injury; the spreading of malicious rumours; prejudicial treatment based on gender, race, age, physical challenge or national origin; profane or obscene language which may give offence are unacceptable.
- **Harassment or Intimidation:** This may range from verbal abuse through to any forced sexual involvement or activity. Any actions or communicated attitudes that create inappropriate fear in another, or which coerce another to act in a manner not freely chosen, is unacceptable.
- **Excessive Disruptive Behaviour:** While upholding the need for academic freedom and freedom of speech, acts by individuals or groups which substantially interfere with the rights of others or interfere with the normal activities of Ethnos Canada are unacceptable. Civility should be exercised at all times.
- **Stealing or Destruction of Property:** Theft of or damage to the property of another person or of Ethnos Canada is unacceptable.
- **Purposeful Violation of Institutional Policies:** Purposeful violations include refusal to comply with contractual arrangements with services and unwillingness to abide by established policies in Ethnos Canada Housing.

## Notes

1. Ethnos Canada will seek to uphold the principles of freedom and conscience described above by designing activities that meet the intent of the standards. All activities on the campus are subject to these guidelines. Students seeking further guidance on these issues are advised to consult with the Director of Student Life.
2. Deviation from the standards above will provide cause for intervention of staff or the expressed concern and admonishment of fellow students. In all cases, willful or purposeful disregard for these standards will lead to the stated processes of guidance and discipline.

## Campus Policies

Though you will or have already received a digital copy of the Campus Living Handbook, you can contact the Operations Department for another copy of the Campus Living Handbook at [personnel@ethnos.ca](mailto:personnel@ethnos.ca).

## Student Contract

Student Contracts (Enrollment, Housing, and Student Data) are sent to you after you have been accepted to the program either before or after your arrival. You will retain a copy of each of these contracts if not keeping the original after a copy has been scanned and sent to [karenwhatley@ethnos.ca](mailto:karenwhatley@ethnos.ca) or been photocopied at the Emanate office. All contracts are scanned and filed in a secured location.

## Fee Collection & Refund

Your schooling costs and fee schedules can be found online at: <http://emanatetraining.ca/costs/> as well as more details in the PDF document available for download at the bottom of that page.

If you withdraw anytime following the commencement of the course you are eligible to receive a full refund for classes that you had already paid for but would not be taking after the time of withdrawal. If you owe tuition and rent, you will be expected to make a plan with the finance office to see these outstanding bills paid off in a timely manner.

## Certificate of Completion

We will issue your certificate within 60 days of completing the course if your fees are paid in full. If there are fees owing, your certificate will be issued in a quick and timely manner once those fees are paid.

## Transcript

You have the right to access your transcript for 25 years after you have left the training program. To request a copy, email [training@emanatetraining.ca](mailto:training@emanatetraining.ca) and include the name, address and contact information of the institution that is to receive your transcript. There is no charge for this service.

## **Complaint Procedures**

You can find the Student Dispute & Resolution Procedure here: (We will have the link listed here where they can find it when the changes have been made to our website.)

## **Sexual Violence**

Sexual violence is outside of the boundaries of acceptable behavior for those who hold the standards found in the Bible. It will not be tolerated on our campus, within our Ethnos community, or the greater community around us.

## **Sale of Students' Goods and Services**

Selling something you create or service you provide is not relevant to your completion of this training program.

## **Insurance**

### **Health Insurance**

International students must purchase health insurance before arriving. Co-Operators, here in Durham, offers student insurance, as should companies online or near your home area.

### **Auto Insurance**

Some students have had difficulty transferring their auto insurance when they came to Ontario. In light of that, we would recommend that you ask your insurer if they will continue to insure you driving during your time here as a student for up to two years. If they will not, you may want to purchase insurance through a national or international provider such as State Farm while you are still in your home area.

Note: All automobiles MUST be insured in Canada, whether or not your province or state requires it.

### **Tenant Insurance**

Although Ethnos Canada's insurance policy provides sufficient coverage for the repair or replacement of our buildings, coverage for personal contents within those buildings is very limited. Persons living in Mission-owned buildings should therefore seriously consider talking with an insurance provider of their choice to obtain "tenants" coverage. Such coverage usually covers the value of personal belongings both within their residence and in other places (e.g. offices, storage areas, etc.). Whether you have arranged for personal tenant coverage or not, documenting your belongings – both by lists and photos – is essential to substantiating the value of your belongings should it become necessary to submit a claim. We recommend that you take the time to make a record of your belongings, keep that record in a safe place, and periodically review it for accuracy.