

**SCHOOL OF BUSINESS
SUNY NEW PALTZ
EXPECTATIONS AND RESPONSIBILITIES OF STUDENTS**

Professional Values and Integrity

Both inside and out of the classroom, students are expected to:

- Know the SUNY New Paltz School of Business Ethics/Integrity Policy and behave ethically, honestly and with integrity.
- Treat others with respect and fairness, and with an appreciation for cultural diversity.
- Adopt a professional attitude in speech, and actions.
- Respect the property of the college and others.
- Practice good citizenship as a member of the college and broader community.
- Learn to manage time effectively.

Classroom Conduct

In addition to the above, students are expected to:

- Attend class regularly, be punctual, and remain in the classroom for the entire period. Not exit and reenter the classroom except in an emergency situation.
- Maintain focus on the class material and not disrupt the class by holding private conversations or eating.
- Notify the instructor in advance of class if they will be absent, or must unavoidably arrive late or leave early.
- Turn off cell phones and pagers; use laptops only with the approval of the instructor.

Class Preparations and Assignments

Students are expected to:

- Prepare for class by doing assigned reading and homework.
- Seek assistance at an early point in the semester when academic difficulties arise.
- On team assignments, be an active participant and provide input to classmates on a timely basis.
- On individual assignments, do their own work.
- Be aware of what constitutes plagiarism, cheating, and forgery, and take steps to prevent it.