



Code of Conduct

Manhattan School of Music recognizes that students lie at the heart of our enterprise. The administration is committed to the wellbeing of the student body and the unimpeded functioning of the School, both of which are fundamental to our educational mission. To achieve these ends, and to encourage respect, cooperation, community and integrity, we set forth the following Code of Conduct to clearly outline our expectations of student behavior in our college division.

The Code of Conduct applies to the entire Manhattan School of Music campus, including Andersen Hall. The School also reserves the right to take appropriate action when off-campus behavior of an individual, group or organization interferes with the mission of the School and presents a danger to the health, safety and well-being of others.

This Code of Conduct does not include Sexual Misconduct violations as defined under Title IX of the Higher Education Amendment of 1972. Manhattan School of Music responds to sexual harassment, gender harassment, sexual assault, domestic violence, dating violence and stalking through its Title IX/Sexual Misconduct Policy and the attendant procedures outlined in that policy. The Code of Conduct also does not include academic dishonesty, which is covered under the Academic Honesty Policy and enforced through the procedures described therein.

The Code of Conduct will be enforced through both informal and formal means, including through the Campus Judicial Process. The Dean of Students of Manhattan School of Music may summarily suspend a student from the School when, in his or her best judgment, such immediate action is necessary for protecting the health and safety of the School and/or any member of the School community. The School reserves the right to take action prior to the disposition of any action that may result from criminal proceedings. Manhattan School of Music will comply with the law in regards to reporting violation of public laws and criminal offenses to the police.

The School has the obligation and the right to enforce policies which are aimed at ensuring the health and safety of members of the School community and visitors to the School. Manhattan School of Music will hold individuals or groups responsible for actions which endanger the safety, health, or life of any person. Repeated violations of school policy will be considered cumulatively; repeated nuisance behaviors, which may be individually minor, will be dealt with more severely if they impact the functioning of the School or of individual departments.

In cases in which MSM's Code of Conduct is violated and there is evidence that the victim was intentionally selected because of the respondent's bias against them as a member of a protected

class, sanctions will be more severe. These actions may constitute “bias crimes;” more details about Bias Crimes can be found in MSM’s Bias Crime Information.

The following Code of Conduct is a list of requirements and of prohibited behaviors which attempts to be comprehensive but is not exhaustive. All students enrolled at Manhattan School of Music are expected to comply with the reasonable requests of school officials and the published policies outlined in the Student Handbook, the Residence Hall Handbook and the Manhattan School of Music Catalogue.

The Code does not override the policies set forth in those documents, on the MSM website, in the admission agreement, or by any lease or housing agreement between the student and the School.

1. Physical assaults, especially when resulting in serious or significant injury are prohibited; the severity of the incident will be reflected in the seriousness of the sanction.
2. A student may not be involved in acts that persons know, or should know, cause physical or psychological harm.
3. Threats of physical or psychological harm, intimidation, harassment, bullying or coercion are prohibited, including when they are delivered through electronic communications or social media. Prohibited actions are actions that go beyond protected free speech, or are likely to cause an immediate breach of peace.
4. The sale of drugs in a manner that violates federal or state law and/or possession of felony quantities of drugs, under state or federal law is prohibited
5. A student may not consume, buy, borrow, possess, lend or give as a gift any drug, narcotic, or alcoholic beverage in such a way that would be a violation of any local, state or federal law or the institutional Drug and Alcohol Policy.
6. Undermining campus safety by violating health and safety protocols posted on the Campus and Safety Protocols page of the MSM website, or by setting off false fire alarms, discharging fire extinguishers, or tampering with security systems.
7. Possessing or introducing dangerous weapons to campus is strictly prohibited. These include, but are not limited to, switchblades, knives with a blade exceeding three inches, straight razors, pistols, guns, mace, pepper spray, martial arts weapons, live ammunition, or paintball guns. Fireworks are considered explosive devices and are also not permitted on campus.
8. Acts of theft, vandalism (including graffiti), or tampering with or against School or private property
9. Hazing, defined as an act which endangers the mental or physical health or safety of a student, or which destroys or removes public or private property for the purpose of initiation, admission into, affiliation with or as a condition for continued membership in a formal or informal group or organization. The express or implied consent of the victim will not be a defense.
10. Retaliation, in any form, against another student who has registered a conduct complaint with Manhattan School of Music (including complaints under Title IX), or against another student who has served as a witness in the investigation into such a complaint.

11. Students shall comply with all reasonable requests of School officials. This includes requests for identification by an employee or security guard of Manhattan School of Music.
12. Students shall comply with all reasonable requests of emergency management personnel, such as firefighters, police officers and emergency medical technicians.
13. The unauthorized possession, duplication or use of any keys or identification cards to access any School premises is prohibited. This code section also prohibits any unauthorized entry to or use of School premises.
14. Students will not engage in acts of fraud. Some examples of these acts include but are not limited to the following: misrepresentation, falsifying records or documents, assuming the identity of another person, or furnishing fraudulent information.
15. Except for actions protected under state or federal law, a student may not willfully obstruct or disrupt any authorized activities on School premises or other Manhattan School of Music activities, including its classes, concerts or other public service functions.
16. When a student has a guest on campus, the appropriate guest policies and procedures must be followed, and the student is responsible for the conduct of his or her guest and for any damages caused by that guest.
17. Obstruction of the rights of others to exercise free speech, press, expression, association and access to the established education facilities and processes.
18. A student may not engage in the prohibited activities outlined in Section 5 of the Academic Computing Policy.
19. The violation of any federal, state, or local law or ordinance is prohibited.
20. Disorderly or disruptive conduct which threatens, harms, or interferes with School personnel or orderly school processes and functions is prohibited.
21. Unauthorized use of electronic or other devices to make an audio or video record of any person while on the School premises without his/her prior knowledge or without his/her effective consent. This includes, but is not limited to, surreptitiously taking pictures of another person in a gym, locker room or restroom.
22. Students are prohibited from using School property or resources for the purposes of a private business or activity.
23. Students may not abuse the Campus Judicial Process, including, but not limited to the following actions:
 - a. Failure to comply with a notice from a judicial administrator to appear at a judicial hearing.
 - b. Falsification, distortion or misrepresentation of information to a judicial administrator.
 - c. Instituting or alleging a violation of this Student Code of Conduct in bad faith or under false pretenses.
 - d. Attempting to interfere with an individual's proper participation in or use of the Campus Judicial Process.
 - e. Attempting to influence the impartiality of a judicial administrator prior to or during the course of a judicial proceeding.
 - f. Harassment (verbal or physical) and/or intimidation of a judicial administrator prior to, during, and/or after a judicial proceeding.

- g. Failure to comply with or complete sanction(s) imposed under the Campus Judicial Process.
- h. Influencing or attempting to influence another person to commit an abuse of the Student Code of Conduct.