

Section 1 – Student Rights, Responsibilities and Conduct Policy

- Purpose & Scope

Canadian Aviation College (CAC) is committed to providing a safe, respectful, professional, and inclusive learning environment that reflects the standards of the aviation industry.

This policy consolidates:

Student Statement of Rights

Student Code of Conduct & Rights

It applies to all students enrolled in CAC Career and Recreational Programs.

Adherence to this policy is a core condition of enrollment and supports eligibility for aviation licensing and program completion.

Student Rights

All CAC students have the right to:

- Fair & Respectful Treatment
- Be treated with dignity, fairness, and respect.
- Be free from harassment, discrimination, intimidation, or retaliation.
- Have cultural identity and Indigenous heritage respected.
- Safe Learning Environment
- Learn in an environment that prioritizes safety and well-being.
- Access CAC facilities consistent with operational and safety requirements
- Due Process & Procedural Fairness
- Be informed of concerns or allegations affecting them.
- Have concerns addressed through fair, transparent processes.
- Access CAC's Student Concern & Conflict Resolution Policy
- Academic Transparency
- Receive clear information regarding:
 - Program requirements
 - Attendance expectations
 - Assessment standards
- Be informed of academic or training decisions affecting progress.
- Privacy
- Is personal information protected in accordance with CAC's Student Privacy Policy and applicable legislation?

Student Responsibilities

As future aviation professionals, students are expected to:

- Always conduct themselves professionally.
- Comply with CAC policies, procedures, and safety protocols.
- Attend training as required and meet attendance standards.

- Communicate respectfully with peers, instructors, staff, and administration.
- Act honestly in academic work, flight training, attendance, and records.
- Protect CAC property, aircraft, equipment, and facilities.
- Follow lawful instructions from CAC representatives.

Standards of Conduct

Students must demonstrate:

- Integrity in academic and flight training activities
- Accountability for behaviour and communication
- Respectful conduct in classrooms, aircraft, hangars, online platforms, and CAC-related events
- Responsible use of technology and social media in accordance with CAC policies
- Zero tolerance for unsafe behaviour

Prohibited Conduct

The following behaviours are prohibited:

- Harassment, bullying, discrimination, or intimidation
- Violence, threats, or aggressive behaviour
- Academic dishonesty (cheating, plagiarism, falsification)
- Attendance fraud or falsifying records
- Unsafe practices during flight or ground training
- Unauthorized access to aircraft, simulators, or restricted areas
- Unauthorized recording of staff, students, or facilities
- Substance use in violation of CAC policy.
- Disruption of CAC operations
- Refusal to comply with lawful staff directions.
- Violation of municipal, provincial, or federal law
- Reporting & Resolution

Students are encouraged to:

- Address concerns directly when safe and appropriate.
- Report concerns Student Services or CAC Administration when direct resolution is not appropriate.

All concerns are handled in accordance with the Student Concern & Conflict Resolution Policy. Retaliation against individuals who raise concerns in good faith is prohibited.

Disciplinary Action

- Violations of this policy are addressed through CAC's tiered disciplinary framework:
- Tier 1 – Warning
- Tier 2 – Suspension
- Tier 3 – Dismissal
- Details are outlined in the Student Warning, Suspension and Dismissal Policy.

Policy Review

This policy is reviewed annually to ensure alignment with:

PTIRU requirements, EQA standards, IRCC compliance, Transport Canada expectations