



MALTA
INSTITUTE
OF TAXATION

Student Code of Conduct

This Student Code of Conduct applies to all individuals enrolled on The MIT Course on Taxation and the MIT Course on Tax Compliance or on any module thereof, and on such other Courses run by the Malta Institute of Taxation ('MIT'), hereinafter collectively referred to as 'the Course') as specified in the respective course regulations, hereinafter referred to as 'MIT Students'.

The Student Code of Conduct sets out the expectations of the MIT around the conduct of MIT Students during lectures, and generally, and the disciplinary consequences of failure to adhere to the rules and obligations specified.

1. Conduct

- 1.1 MIT Students are expected to conduct themselves in a manner which demonstrates respect for the MIT, fellow Students, Lecturers and Staff Members and that enhances the reputation of the MIT, its members, students and graduates.
- 1.2 In particular, during lectures, and in any engagement with fellow MIT Students, and lecturers and staff of the MIT, MIT Students are to, at all times behave in a respectful manner. *Inter alia*, MIT Students must refrain from:
 - inappropriate, abusive or threatening behaviour or language (whether expressed orally, in writing or electronically);
 - behaviour towards any lecturer or member of staff which is discourteous, disrespectful or uncooperative or which interferes with or impedes any lecturer or member of staff in carrying out their duties or functions.
- 1.3 In the case of lectures held in person, any and all rules set by the administration of the lecture premises must at all times be respected. *Inter alia*, MIT students must refrain from wilful or negligent damage to premises, and misuse or unauthorised use of any items of property of the premises.

2. Attendance and participation

- 2.1 MIT Students are encouraged to attend all lectures of the Course and to be punctual. Persistent late attendance will not be tolerated.
- 2.2 For in-person lectures, attendance is confirmed by signing an attendance sheet at each lecture. Failure to sign an attendance sheet will indicate absence.
- 2.3 In the case of online lectures, attendance is tracked through registration for the online lecture on the designated platform, which also records the duration of the presence of students registered. Where an MIT Student logs in late or logs off before the lecture is over, they may, subject to the discretion of the Education Committee, be marked as absent.
- 2.4 Students who are not able to attend a lecture or are not able to be present for the full duration of the lecture are required to inform the MIT in advance, in accordance with the Course Regulations.

- 2.5 It is compulsory for students participating in online lectures to keep their cameras switched on throughout the duration of the lecture. Where an MIT Student keeps their camera off for the duration of the lecture or a significant part thereof, the MIT may mark that student as absent.

3. Examinations and other Assessments

- 3.1 Cheating will not be tolerated. Any MIT Student caught cheating during an examination or other assessment will be expelled from the course in accordance with the provisions of the Course Regulations.
- 3.2 Unless otherwise directed by a lecturer or staff of the MIT, MIT Students are not permitted to communicate with each other for any reason whatsoever at any time during an examination or other assessment.
- 3.3 Plagiarism will not be tolerated, and will be subject to disciplinary consequences.

4. Disciplinary Procedures

- 4.1 MIT Students who are found to have, whether negligently or wilfully, breached the rules herein will be liable to such disciplinary action as the Education Committee deems fit, which may include expulsion from the Course.
- 4.2 An MIT Student who has been subject to disciplinary action as aforesaid will have the right of appeal in accordance with the procedures set out in the Schedule to the MIT Code of Conduct & Ethics.