



### *Preamble*

We, the students of New York Institute of Technology School of Management, will commit to this Code of Ethics and conduct ourselves in a manner that promotes trust, faith, and public confidence. We are all equally responsible for demonstrating the highest ethical standards as representatives of NYIT and the business community. We accept the importance of adhering to the code, and understand that it is intended to be advisory.

The purpose of this Code of Ethics:

- Providing our students with insight into what the New York Institute of Technology School of Management considers to be right and wrong
- Offering guidance to our students and encourage a better understanding the appropriate conduct that is expected in the academic and professional world.
- Establishing a framework to advise prospective, current, post-grad students and leaders of New York Institute of Technology to act in a manner of honest and diligent behavior.

*The students of New York Institute of Technology School of Management are pleased to announce their “Four Corners of Ethical Conduct” campaign, introducing the four R’s of appropriate ethical conduct: Respect, Reputation, Responsibility and Rectitude. Our Code of Ethics embraces the following principles and values that exemplify the cornerstone of our students’ ethical and professional behavior:*

**I. Respect** – Students will practice and promote courtesy in both their academic and professional pursuits.

Appropriate behavior includes, but is not limited to:

- Embracing diverse ideas and beliefs, and respecting students and faculty members.
- Behaving in a manner that encourages a safe, sustainable and professional environment.
- Treating school property (computers, printers, and other technical equipment on trading floor and other specialized classrooms) with care and respect.
- Respecting cultural diversity and individual rights.

- Students will be free from discrimination based on: age, creed, race, color, sexual orientation, religion, marital status, veteran status, disability, national origin, sex, gender identity and/or expression, genetic information, and/or family medical history or any other status protected by local, state or federal laws.
- The New York Institute of Technology School of Management is committed to an environment that promotes respect for cultural diversity and the dignity of the individual. We expect our students to refrain from any behavior that can be construed as harassment (verbal, physical or sexual) or bullying of any kind.

**II. Reputation** – The New York Institute of Technology School of Management expects students to be self-aware of their reflection of our school as business students and young professionals. Practicing exceptional mannerisms includes, but is not limited to:

- Maintaining high standards of performance, conduct and cooperation with other students, faculty members and business community.
- Acting in a manner that preserves the reputation of the NYIT name and represents the School of Management's values, both online and off:
  - Students will uphold such ethical standards on all Internet and social media platforms, including: Facebook, Twitter, YouTube, Instagram and Vine.
- Performing duties with due diligence and striving for improvement and excellence.
- Reporting information on financial aid forms, applications and any other official documents with honesty.
- Practicing sincerity and striving to be forthright with students, faculty members, prospective employers and business associates.

**III. Responsibility** – So long as students are representative of the New York Institute of Technology School of Management, whether current students or alumni, an understanding of one's responsibility will be acknowledged. Expectations include, but are not limited to:

- Complying with academic guidelines as administered by the professor and university.
- Working individually on individual projects and collaboratively in group projects, as instructed by the professor.
- Submitting only original work and properly citing secondary sources to avoid plagiarism.
- Refraining from using technical aid such as cellphones, tablets and laptops on exams, unless otherwise instructed by an instructor.
- Refraining from behavior that either challenges or encourages theft.
- Remaining drug and alcohol free on campus and on off campus school events.
- Abstaining from possession of any weapons or items that appear dangerous to other students and faculty.
- Reporting any unethical behavior. Students will be trusted to use their judgments in notifying faculty, professors, or deans of any misconduct or detrimental practices.

**IV. Rectitude** – The New York Institute of Technology School of Management Code of Ethics encourages students to exercise integrity and steer clear of any corrupt or immoral behavior. Such practices include, but are not limited to:

- Representing one’s self in a sincere, fair, and truthful manner at all times.
- Regarding the reputation of oneself, others, and the college by avoiding unethical and inappropriate behavior, as well as the circumstances that encourage them.
- Avoiding the appearance of any impropriety.
- Refraining from self-interest, personal advantage or unfair gain to compromise integrity. Students are expected to perform without engaging in dishonesty in pursuit of preferential treatment.
- Acknowledging the role as a student in the School of Management as an honor rather than detriment – students are expected to treat other students, faculty, and community members, as well as consequent opportunities, with the same high regard as New York Institute of Technology treats its students.

***New York Institute of Technology Policies Related to Ethical Conduct***

Our students are expected to comply with all New York Institute of Technology policies concerning ethical conduct. Such policies shall be incorporated by reference into this document.

***Coming Full Circle on the Four Corners of Ethics: Closing Comments***

Students of New York Institute of Technology School of Management are encouraged to adhere to this Code of Ethics and its principles. We are determined to make the School of Management a better business community by advocating the “Four Corners of Ethical Conduct” campaign and distinguishing the four R’s to be valuable to students and young professionals. This campaign serves to strengthen the student body in tact and moral behavior, and abiding by the Code will help our students be better students and better business people, which will enhance the reputation of the School of Management.