

**THE COLLEGE OF ST. SCHOLASTICA
CODE OF CONDUCT**

The College of St. Scholastica's mission is to provide intellectual and moral preparation for responsible living and meaningful work. The success and reputation of the College in fulfilling its mission depends on the ethical behavior, honesty, integrity and good judgment of each member of the College community with due recognition of their positions of trust and loyalty to the College and its students.

This Code of Conduct outlines principles, policies and some of the laws that govern the activities of the College and to which our employees (faculty, staff and students) and others who represent the College must adhere. All employees (faculty, staff, and students) and other individuals representing the College are expected to inform themselves about and comply with College policies and regulations pertaining to them.

The College of St. Scholastica Code of Conduct can be accessed on the College's website at www.css.edu/codeofconduct. Questions regarding the Code of Conduct may be directed to Human Resources.

New employees are required to complete the acknowledgement section below and return to Human Resources.

I acknowledge that I have been informed how to access The College of St. Scholastica Code of Conduct.

I have read The College of St. Scholastica Code of Conduct and will abide by it in my daily work. I understand that I may direct any questions I have regarding it to Human Resources.

I understand that the purpose of this Code is to give me a general understanding of specific College policies, which the College may freely revise at any time, and that I am responsible for keeping abreast with any and all changes to it. I also understand that the Code of Conduct is not to be interpreted to create any binding contractual rights.

Employee Signature

Date

Employee Name - Printed