



RIFT VALLEY INSTITUTE OF BUSINESS STUDIES

For all Your Technical Training Needs

Main Campus: Railways Grounds next to Railways Police Station.

P. O. Box 17207 – 20100, NAKURU

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Ministry of Education
Reg No. MOHES/PC/1918/012
TVETA/TVC/0056/2016

STUDENT'S CODE OF CONDUCT

Admission Number..... (e.g. NBR/NKR/69286/23)

A student affirms and obligates to:

1. Abide by the vision and mission and endeavour to conform.
2. Maintain all rules and regulations of the college at all times.
3. Being punctual and request the trainer's authority before leaving the class.
4. Compulsory attend a minimum of 75% lessons to be allowed to sit for the final exam.
5. Compulsory carry student ID at all times.
6. Evade alcohol, tobacco, or illegal drugs and substance abuse.
7. Do not engage in any criminal practises.
8. Desist from plagiarism.
9. Understand that bullying of anyone in the college is prohibited.
10. Avoid profanity and vulgar or abusive language, actions, or writing.
11. Not to be in possession of any weapon.
12. Abstain from indiscipline or any unruly behaviour in any form.
13. Take care of College property or of any staff or student against theft or destruction
14. Avoid involving unauthorized body(ies) on any college matters.
15. Not to publish any derogatory material against the College or its members
16. Decline from being in possession of repugnant and unlawful literature material.
17. Strictly not visiting opposite sex hostel rooms.
18. Promote integration, inclusivity and oppose to discriminate.
19. Abstain from mobile phones usage in the lecture halls, chapel, and library.
20. Respect the views of others, faith/religion worldviews, and values.
21. Cooperate with College administration and security staff where need be.
22. Voluntary allow the college use my images for promotional purposes.

Further Recognition and Affirmation:

23. Acknowledging that RViBS College embrace diverse faiths hence appeal to the student to interact and join faith-based societies.
24. Recognize that if arrested for disorderly conduct, or any crime, shall lead to college disciplinary action.
25. Recognize to conform to this code of conduct is a condition of admission and breach of the same shall be liable to college disciplinary action.

Student and Parent/Guardian/Sponsor signs agreement as condition of admission

DRESSING CODES

The purpose of the dress codes is to promote the college's mission and vision, promoting moral values and socially accepted norms.

The college provides general guidance for modesty clothing in avoidance of inappropriate headgears and indecency.

Inappropriate dressing herein includes and not limited to:

- a. Tight or revealing outfits, including tops exposing cleavage, back chest or stomach.
- b. Clothing that conceals identity; shades in classrooms, chapel and offices with exceptional to faith based reasons like Muslims brethren.
- c. Attires with derogatory, offensive, or lewd messages.
- d. Illicit head coverings in class or chapel.
- e. Clothing revealing undergarments.
- f. Clothing/ jewellery promoting alcohol, drugs, or tobacco or any drugs and substance.
- g. Dreadlocks must be well maintained; no brightly coloured hairstyles; men shouldn't have plaited hair.
- h. Unkempt hairstyles.
- i. Men should not wear body studs.
- j. Flip-flops, noisy shoes, torn trousers/jeans, and rugged attire are outlawed.
- k. Tattoos must be covered for those student admitted with and not encouraged for the continuing students.
- l. Strong perfumes and cologne should be avoided.

The breach of the stated codes shall necessitate to:

- a. Issuance of Warning for change.
- b. Further disciplinary actions, including suspension.

NOTE:

- ◆ The code also applies during off-Campus College activities.
- ◆ For workshop dressings; students are expected to adhere to their respective departments requirements.

I agree to abide by this code and regulations as a student of RVIBS College:

Full Name:..... **Admission Number**.....
(e.g. NBR/NKR/69286/23)

Sign..... **Date**

Course..... **Campus**.....

Parents / Guardians/Sponsor's contact:

Full Name..... **Mobile Phone**.....

Address **Date**.....