



Early Childhood Training on Demand (ECTOD) STUDENT CODE OF CONDUCT

By taking a distance learning course from Early Childhood Training On Demand (ECTOD) you agree to abide by the following Student Code of Conduct and Certificate Issuance Conditions:

STUDENT CODE OF CONDUCT:

You agree to conduct yourself at all times in a manner consistent with the highest standards of academic honesty and integrity. Among other things, you agree that you will not:

- Use improperly or illegally obtained information in the completion of course assignments and/or activities,
- Submit tests or course materials in fulfillment of course requirements that are not wholly the product of your own work,
- Engage in unauthorized collaboration with other individuals in completing course requirements unless such collaboration is authorized in advance by ECTOD as part of course assignments, and/or
- Engage in any deliberate falsification of information you provide for ECTOD Training with regard to your personal information and/or coursework.

CERTIFICATE ISSUANCE CONDITIONS:

You accept the following conditions in regard to receiving a certificate for completion of a course.

- ECTOD does not issue certificates based upon completion of the optional Pre-Test regardless of your score on the pre-test.
- ECTOD does not allow “testing out.” You must complete the course and take a quiz at the end of the course.

- You must obtain a minimum score of 70 on the final quiz to pass the course and receive a certificate.
- If you fail to pass the quiz for a course with a score of 70 or better on the first try, you may retake the quiz ONE TIME but only AFTER repeating the course.
- All courses require the completion and submission of a Class Assignment, an exercise demonstrating your understanding of the course subject matter. If you DO NOT submit a completed Class Assignment, your instructor will deduct ten points from your score on the final quiz. For example, you receive a 70 on the final quiz, but do not submit a Class Assignment. The instructor will deduct 10 points. Your final score will be 60. You would fail the course and NOT receive a certificate.

GENERAL ENFORCEMENT PROVISIONS:

ECTOD condemns all acts of plagiarism, cheating or academic/personal dishonesty and reserves the right refuse to issue a certificate and/or to dismiss without refund and instruct granting institutions and state agencies to void any certificate or CEU credit earned by any student who ECTOD determines engaged in or assisted others students to engage in such activities.

ECTOD instructors are responsible for enforcing this Student Code of Conduct and Certificate Issuance Conditions and can refuse to issue a certificate if they have reason to believe that a student has violated this code of conduct and/or certificate issuance conditions in any way.

It is ECTOD's policy NOT to charge a student for a course if we are unable to issue a certification of completion for any reason including violation of the student code of conduct. However, ECTOD WILL NOT refund the course fee for any reason once a certificate is issued.

ADDITIONAL INFORMATION:

You should direct any questions about the meaning, interpretation and/application of this student code of conduct and certificate issuance conditions to:

Jimmie Boyett
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Phone: 770-667-9904 or 1-877-655-7139
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