

General Code of Conduct for Students

1. The Hong Kong Academy for Performing Arts is a dedicated educational facility for teaching and learning. As such it has its own regulations and rules which students are required to observe.
2. The Academy is a community of like-minded people who are committed to pursuing their choice of education in Chinese Opera, Dance, Drama, Film and Television, Music or Theatre and Entertainment Arts. Students are required to act and behave in a reasonable and proper manner while receiving training and education from the Academy to prepare themselves for a professional career in the performing arts.
3. First and foremost, Students must obey and comply with all laws of Hong Kong. Unlawful acts are strictly forbidden in the Academy.
4. Students must also comply with the rules and regulations laid down by the Academy from time to time. Students who violate any regulation or rule and/or commit any misconduct as stipulated in the Regulations Governing Student Discipline and/or the Academic Honesty Policy shall be subject to disciplinary action by the Academy in accordance with the Regulations Governing Student Discipline. Disciplinary actions are usually dealt with initially by the School Management Committee/Complementary Studies Management Committee. Academic disciplinary matters will be reported to the Board of Postgraduate Education (BPE)/Board of Undergraduate Education (BUE). Please refer to the Academic Honesty Policy for details. Non-academic disciplinary matters will be referred to the Student Affairs Committee (SAC) for investigation and review. If deemed necessary, the BPE/BUE/SAC may appoint an ad hoc Student Disciplinary Panel to consider the seriousness of the matter and the disciplinary action.
5. Students who intend to act in the name of the Academy, use its name, logo, or in any way tantamount to represent the Academy, or any group affiliated with the Academy, must first obtain the Director's written permission via the Student Affairs Office. Without the written permission as aforesaid, Students must not claim to represent the Academy in any matter whatsoever, including but not limited to any correspondence or communications in whatever form with the press or any other kind of media or the public. Any person who contravenes this paragraph shall be deemed to have committed an offence within the meaning of Section 26(1) of The Hong Kong Academy For Performing Arts Ordinance, Cap 1135 of the Laws of Hong Kong and is liable to a fine of HK\$10,000.
6. Students engaged in performances at the Academy must not venture outside theatre areas (dressing rooms/stage areas) in costume unless prior authorisation has been granted by the Dean of their School in conjunction with the Production Office. Such authorisation shall only be granted for official Academy purposes.
7. Students are required to seek approval from the School concerned prior to undertaking or receiving any paid or unpaid professional engagement related to their discipline studies at the Academy, or any form of full-time/part-time/freelance employment in accordance with the General Academic Regulations Governing Programmes of Study.
8. Students are not allowed to take any photo, visual recording, audio recording and broadcast in any form of the Academy's productions without prior permission from

a designated member of staff. In the event of the Academy agreeing to grant permission, the Academy shall be entitled to impose as condition for granting permission, against the Student to sign an undertaking to guarantee that none of the material will be reproduced or released to the public without written permission from the Academy.

9. Students must seek prior permission from the Director through the Dean of their School for any press, media, online, radio, television or film interviews related to the Academy or their studies at the Academy.
10. Permission from an appointed member of staff is required before using any equipment a facility in the Academy buildings. In case of damage or loss through carelessness, payment for part or all of the repairs or replacement of the item are required.
11. Students should be considerate at all times and should not create any disturbance annoyance or inconvenience to others in the Academy, including Academy concerts, performances or activities on Academy premises. Students must not do anything which will break or affect the silence of the Academy Libraries.
12. Students should not bring guests and visitors to Academy classes unless such visits had previously been arranged officially through the Academy administration.
13. Pets should neither be brought to nor kept in the Academy, except for official guide dogs.
14. All students are responsible for the security of their own personal property on campus.
15. Stealing, defacing destructing or destroying the property of the Academy, or property of other members of the Academy community are engaging in unbecoming conduct and will lead to disciplinary action or expulsion.
16. Assaulting, attempting to assault or threatening any person on Academy premises either physically or verbally will be regarded as serious misconduct and will lead to immediate suspension or expulsion.
17. Students should keep the campuses of the Academy clean and tidy at all times.
18. Eating and drinking are only allowed in designated areas. No food or drink is allowed in classrooms, studios, laboratories, workshops, or performance venues. Alcoholic drinks must not be brought onto Academy premises or areas, nor the drinking or consumption thereof unless previously approved for special occasions, the breach of which will lead to disciplinary action or expulsion.
19. Taking, smoking and consuming anything which is against any laws of Hong Kong are strictly prohibited on Academy premises or areas, indoors and outdoors, the breach of which may lead to serious fine, disciplinary action or expulsion.
20. Except as required for academic use, dangerous goods and articles are strictly forbidden in the Academy premises or areas.
21. Gambling, betting, indecent behaviour or any other illegal or unlawful activity are strictly forbidden in the Academy premises or areas.

22. Students must not put up any form of posters, notices or banners without the permission of a designated member of staff (refer first to your School Dean's office) or the Students' Union. Posters and notices that are previously approved must bear the official Academy or Students' Union stamp. Otherwise, they will be removed by the Academy without notice. Posting or otherwise putting up, at any place of the Academy premises or areas which are the Academy's property or under its management or control, of any material which contravene any law or contain personal attack, defamatory or inaccurate information, privacy invasion, obscenity, or indecency are strictly forbidden. Students must not damage deface any notices, circulars or posters issued and put up by the Academy, the breach of which will lead to immediate disciplinary action.
23. Students or student groups, who intend to approach any individual or organisation for donations to support their work or activities, must first obtain the Director's written permission via the Student Affairs Office. Each and every request for donations must be first submitted to the SAO for consideration and endorsement before approaching a potential donor. Without such written permission, Students must not ask for or collect any donation in any manner whatsoever. If the Director's permission has been given, any request for donation must be made by the approved students.
24. Students who wish to make a complaint or appeal on any academic related matter should direct their complaint to the Deputy Director (Academic) and on non-academic related matter to the Deputy Director (Administration) in writing. This will be dealt with according to the Procedures for Resolution of Students' Grievances.