ARFET GLOBAL COLLEGE

Empowering Minds, Shaping Futures

SCHOOL RULES & REGULATIONS

Mandatory student conduct and dashboard acknowledgement

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Student edition • October 2026 • Management review copy

1. Respect and behaviour

Treat all learners, tutors and staff with dignity. No bullying, harassment, threats, discrimination, hate speech, intimidation, impersonation or retaliation. Follow reasonable instructions from tutors and event moderators.

2. Attendance and punctuality

Join classes and events on time. Use your own enrolled account and accurate display name. Notify the tutor or administrator if absent or late, and complete approved make-up work.

3. Academic honesty

Submit your own work, cite sources, and follow assessment instructions. No plagiarism, cheating, impersonation, falsified records, unauthorised collaboration or sharing restricted answers/materials.

4. LMS and device rules

Keep login credentials private. Do not access another account, bypass restrictions, probe systems, upload malicious files, spam forums or misuse College systems. Report security problems promptly.

5. Online classes and recordings

Use respectful language and appropriate presentation. Keep microphones muted when not speaking, follow tutor instructions and do not record, screenshot or redistribute sessions or participant information without permission and any required consent.

6. Safety, privacy and safeguarding

Report bullying, harassment, threats, unsafe conduct or suspected account compromise to a tutor or management. Protect personal information. Do not post another person's private details or images without permission. In an immediate emergency, contact local emergency services first.

7. Consequences and fair review

Depending on severity and context, breaches may result in guidance, restorative action, warning, behaviour agreement, loss of activity privileges, assessment review or temporary suspension. Students should be informed of the concern and have a reasonable opportunity to respond. Management should record decisions and provide a route to request review.

8. Agreement and access

Before entering the student dashboard, students must be shown these rules and choose "I accept". Choosing "I do not accept" means the student cannot proceed to the dashboard and should contact College management to discuss access. Acknowledgement is not a waiver of legal rights. The LMS should store the acknowledgement with the authenticated student ID, policy version and timestamp on the server; a browser-only flag is not sufficient enforcement.

9. Contact the College

Telephone: +(234) 707052215087; +(234) 8159795097; +(234) 8051382240; +(234) 9034201468. Email: info@arfet-global.com.ng; arfetglobalcollege@gmail.com. Website: www.arfet-global.com.ng. Facebook and Instagram: @arfetglobalcollege.

10. Accessibility and policy basis

The rules are designed for online and blended learning and informed by W3C WCAG 2.2 accessibility guidance and general privacy/safeguarding practice. See https://www.w3.org/TR/WCAG22/ and https://ndpc.gov.ng/ for reference. Management must validate the final policy against the College's programme arrangements and applicable Nigerian law.