

EduMitra - Student Code of Conduct

EduMitra Education - Student Code of Conduct

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1. INTRODUCTION & PURPOSE

1.1 What is the Student Code of Conduct?

The Student Code of Conduct ("**Code**") establishes behavioral standards and expectations for all students enrolled in EduMitra Education programs. This Code promotes:

- ✓ Academic integrity and honesty
- ✓ Respectful community interaction
- ✓ Responsible platform usage
- ✓ Professional conduct
- ✓ Inclusive and supportive learning environment

1.2 Who Must Comply?

This Code applies to:

- All active students enrolled in any EduMitra program
- All users of EduMitra platforms and services
- All participants in EduMitra events and activities
- Alumni using EduMitra resources

Scope extends to:

- Online classroom interactions
- Learning platform usage
- Communication with staff and peers
- Submission of assignments and exams
- Participation in forums and discussions
- Attendance at virtual/in-person events

1.3 Governance

Enforced by: Academic and Conduct Committee

Review Process: Quarterly

Violations Reported to: Universities (if required)

Appeals Process: See Section 8

2. ACADEMIC INTEGRITY

2.1 Prohibited Conduct

The following constitute academic dishonesty:

****Plagiarism:****

- Submitting someone else's work as your own
- Copying text without quotation marks and citation
- Paraphrasing without crediting the source
- Submitting the same assignment for multiple courses (without approval)
- Using AI-generated content without disclosure (see 2.3)

****Cheating:****

- Copying during exams
- Using unauthorized materials during exams
- Communicating with others during proctored exams
- Submitting false credentials or documents
- Impersonating another student
- Taking exams on behalf of another student
- Bribing or coercing others for answers

****Fabrication:****

- Inventing research data or results
- Falsifying sources or citations
- Creating fake references
- Altering grades or transcripts
- Misrepresenting qualifications

****Collaboration Violations:****

- Submitting collaborative work without disclosure
- Unauthorized group work on individual assignments
- Sharing assignments when solo work is required

****Exam Violations:****

- Looking at answers during exam time
- Consulting unauthorized resources
- Leaving exam unattended (losing proctoring)
- Submitting incomplete exam late
- Changing answers after submission deadline

2.2 Authorized Assistance & Collaboration

****The following are PERMITTED:****

✓ ****Study Groups:****

- Discussing concepts with classmates
- Explaining ideas to each other
- Working through practice problems together
- Sharing study notes and resources
- ****Must state:**** Who participated, what each person contributed

✓ ****Tutor/Counselor Help:****

- Getting help from EduMitra counselors
- Attending study sessions
- Receiving writing feedback

- Discussing approach to assignments
- **Must disclose:** Counselor assistance in assignment

✓ **Technology & Tools:**

- Using calculators (unless exam prohibited)
- Using spell-check and grammar tools
- Using Google Scholar for research
- Using reference management (Zotero, Mendeley)
- Using library databases
- Using AI for brainstorming (see 2.3)

✓ **Approved Collaboration:**

- Group projects (when explicitly assigned)
- Peer review (when assigned)
- Lab partnerships (when required)
- **Rule:** Each person responsible for their portion

2.3 AI & Generative Technology Use

EduMitra's Position: Limited and disclosed use of AI tools is acceptable if:

Permitted Uses:

- ✓ Using AI for brainstorming ideas
- ✓ Generating outlines or structure
- ✓ Getting explanations of difficult concepts
- ✓ Editing and improving your writing
- ✓ Checking grammar and clarity
- ✓ Translating foreign language materials
- ✓ Debugging code (for programming courses)
- ✓ Creating visual content (with disclosure)

Prohibited Uses:

- Submitting AI-generated content as your own work
- Using AI to complete entire assignments
- Using AI to write essays or papers
- Using AI to solve exam questions
- Using AI to do the learning for you
- Hiding or concealing AI usage

Disclosure Requirements:

When you use AI tools, you **MUST**:

1. **Acknowledge in your submission:**
 - What tool you used (ChatGPT, Claude, etc.)
 - What you used it for (brainstorming, editing, etc.)
 - Percentage of final work that's AI-generated

2. **Example disclosure statement:**

...

"I used ChatGPT to brainstorm essay structure and edit the final draft. The core research, writing, and analysis are my own. AI-generated content represents approximately 15% of final submission."

...

3. **Citation format:**

- Treat AI like a tool in your Works Cited
- Example: "ChatGPT, OpenAI, <https://chat.openai.com>, December 2025"

Instructor Guidance:

- Ask your counselor if you're unsure about specific usage
- Different courses may have different AI policies
- Some exams may prohibit AI entirely
- Always disclose when uncertain

Note: Using AI without disclosure will be treated as plagiarism/cheating.

2.4 Consequences for Academic Dishonesty

First Violation:

- Warning letter
- Mandatory academic integrity training
- Assignment grade: 0
- Notation on academic file (not transcript)
- Possible loss of grade for entire course

Second Violation:

- Temporary suspension from course
- Failure in course
- Probation status (1 year)
- Notation on academic record
- University notification

Third Violation or Serious Case:

- Expulsion from program
- Permanent record notation
- Degree revocation (if already conferred)
- University notification
- Possible legal action

3. CONDUCT & RESPECT

3.1 Respectful Interaction

All interactions must be:

- ✓ **Respectful:** Treat everyone with dignity
- ✓ **Professional:** Maintain appropriate tone and language

- ✓ ****Inclusive:**** Value diverse backgrounds and perspectives
- ✓ ****Constructive:**** Focus on ideas, not personal attacks
- ✓ ****Honest:**** Communicate truthfully and transparently

****In Forums & Discussions:****

- Address disagreements respectfully
- Challenge ideas, not people
- Acknowledge valid points from others
- Avoid sarcasm and dismissive tone
- Stay on topic
- Keep discussions civil

****In Communications:****

- Use professional language in emails
- Respond within reasonable timeframe (24-48 hours)
- Don't harass or repeatedly contact staff
- Report issues appropriately, not publicly
- Assume good intentions

3.2 Prohibited Conduct

****The following are NOT tolerated:****

■ ****Harassment:****

- Repeated unwanted contact
- Threatening or intimidating language
- Singling out individuals based on protected characteristics
- Cyberbullying or targeting online

■ ****Discrimination:****

- Treating someone unfairly based on:
 - Race or ethnicity
 - Religion or beliefs
 - Gender or gender identity
 - Sexual orientation
 - Disability
 - Age
 - Marital status
 - National origin
- Exclusion from groups or activities
- Derogatory language or jokes

■ ****Sexual Harassment:****

- Unwanted sexual comments or advances
- Creating sexual or suggestive content
- Requesting sexual favors
- Sexual threats or intimidation
- Sharing intimate images without consent

■ ****Bullying:****

- Deliberate intimidation or humiliation
- Spreading rumors or false information
- Exclusion or isolation
- Public mockery or embarrassment
- Cyberbullying in forums or chat

■ ****Offensive Language:****

- Hate speech or slurs
- Profanity directed at individuals
- Degrading language
- Threats or violent language

■ ****Intellectual Property Violations:****

- Sharing copyrighted materials illegally
- Reproducing course materials without permission
- Distributing assignments or exams
- Recording lectures without permission

3.3 Reporting Misconduct

****How to Report:****

1. ****Direct to person (if safe):**** Address issue respectfully
2. ****To counselor:**** Report through academic counselor
3. ****To conduct committee:**** Email conduct@edumitra.com
4. ****Anonymous reporting:**** Use anonymous form on platform
5. ****Emergency:**** Contact campus security or law enforcement

****What to Include:****

- What happened (specific incident)
- When it occurred
- Who was involved
- Any witnesses
- How it affected you
- What you want as outcome

****Protection Against Retaliation:****

- No retaliation for good-faith reporting
- Confidentiality maintained (to extent possible)
- Investigation conducted professionally
- Interim measures if needed (suspension of accused)

3.4 Investigation & Discipline Process

****Step 1: Report Received (Immediate)****

- Acknowledge receipt
- Assign investigator
- Notify involved parties

****Step 2: Investigation (5-10 business days)****

- Interview involved parties
- Collect evidence
- Question witnesses
- Review documentation

****Step 3: Determination (7-14 days)****

- Determine if violation occurred
- Assess severity
- Review past conduct record
- Determine appropriate sanction

****Step 4: Notification (Immediate)****

- Notify both parties in writing
- Explain decision and reasoning
- State sanctions if applicable
- Explain appeal rights

****Step 5: Appeal (if applicable)****

- See Section 8 for appeal process

4. PLATFORM & RESOURCE USAGE

4.1 Acceptable Use

****You agree to:****

✓ ****Lawful Use Only:****

- Use platform for education purpose only
- Comply with all laws and regulations
- Respect intellectual property rights
- Not access others' accounts or data

✓ ****No Unauthorized Access:****

- Don't attempt to hack or bypass security
- Don't try to access others' assignments or exams
- Don't probe security systems
- Don't exceed authorization

✓ ****Appropriate Content:****

- Only upload course-related materials
- Don't share pornographic or graphic content
- Don't share malware or dangerous files
- Don't post commercial advertising

✓ ****System Protection:****

- Don't overload servers with requests
- Don't create automated bots
- Don't perform denial-of-service attacks
- Don't interfere with platform functionality

✓ ****Bandwidth Responsibility:****

- Don't stream or download excessively
- Don't share accounts (violates Terms of Service)
- Don't run file-sharing programs
- Don't use platform for non-educational purposes

4.2 Prohibited Activities

■ ****Hacking & Unauthorized Access:****

- Attempting to access others' accounts
- Trying to crack security systems
- Using others' login credentials
- Accessing data without authorization
- Testing system vulnerabilities

■ ****Disruption:****

- Flooding forums with spam
- Posting same message repeatedly
- Using platform to harass others
- Disruptive behavior in live sessions
- Trolling or intentionally antagonizing

■ ****Illegal Activity:****

- Distributing pirated software
- Sharing illegal content
- Organizing illegal activities
- Promoting or selling illegal substances
- Child exploitation (zero tolerance)

■ ****Misuse of Data:****

- Selling or sharing classmates' information
- Using directory information for spam
- Collecting data for unauthorized purposes
- Privacy invasion of others

4.3 Security & Privacy

****Your Responsibilities:****

- ✓ Keep your password confidential
- ✓ Log out after sessions
- ✓ Don't share account access
- ✓ Report security concerns immediately
- ✓ Use secure networks (avoid public WiFi for sensitive tasks)

****EduMitra's Responsibilities:****

- ✓ Encrypt passwords and sensitive data
- ✓ Regular security updates and patches
- ✓ Monitor for unauthorized access
- ✓ Investigate security breaches

✓ Notify users of data breaches

****Consequences for Security Violations:****

- Warning for minor violations
- Account suspension for repeated violations
- Legal action for criminal activity
- Full expulsion for serious breaches

5. ATTENDANCE & PARTICIPATION

5.1 Expectations

****For Distance/Online Programs:****

****Assignment Submissions:****

- Submit by posted deadlines
- Request extensions in advance (when possible)
- Document technical issues with timestamps
- Accept late penalties if submitted past deadline

****Exam Participation:****

- Join exams at scheduled time
- Ensure technical setup works in advance
- Use only approved devices and software
- Maintain quiet environment
- Full attention (no multitasking)

****Course Engagement:****

- Participate in required discussions
- Watch lectures or complete readings
- Submit assignments showing effort
- Ask questions and seek help
- Engage respectfully with classmates

****Attendance (if required):****

- Notify counselor of unavoidable absences
- Make up missed work
- Don't expect excused absences without notice
- Provide documentation for extended absences

5.2 Technical Issues

****If You Experience Technical Problems:****

1. ****Document the issue:****

- Note exact time
- Screenshot error message
- Describe what you were doing
- Note device/browser/connection type

2. **Report immediately:**

- Email support with documentation
- Include enrollment details
- Describe impact (deadline missed, exam failed, etc.)

3. **Mitigation:**

- We review each case individually
- May allow resubmission or retake
- Requires proof of technical issue
- Not granted for user error

What's NOT Covered:

- Your internet connection failure
- Your device failure or virus
- Poor planning (submitting at deadline)
- Forgotten password without recovery options
- Loss of work not backed up

5.3 Reasonable Accommodations

Students with Disabilities:

EduMitra provides reasonable accommodations for documented disabilities.

To Request:

1. Register with Disability Services (if available)
2. Provide disability documentation
3. Discuss accommodations needed
4. Work with us to implement
5. Regular review and adjustment

Possible Accommodations:

- ✓ Extended time for assignments
- ✓ Alternative exam formats
- ✓ Recorded lectures
- ✓ Captioning for videos
- ✓ Accessible materials format
- ✓ Modified communication methods
- ✓ Flexible submission processes

Process:

- Discuss with academic counselor
- Document disability if requesting accommodations
- Accommodations don't guarantee course passing
- Accommodations are confidential

6. PROFESSIONAL CONDUCT

6.1 Professional Standards

****Working Professionals Remember:****

- ✓ You represent EduMitra and your university
- ✓ Your conduct reflects on our institutions
- ✓ Maintain professional standards in all interactions
- ✓ Use appropriate language and tone
- ✓ Respect confidentiality of course materials
- ✓ Don't share course content outside class

6.2 Workplace Conduct

****If Study Relates to Your Job:****

- Don't use company resources for course work (unless allowed)
- Maintain work-study balance
- Don't disclose employer confidential information
- Separate work projects from coursework
- Manage potential conflicts of interest

****Disclosure of Conflicts:****

- Inform instructor if assignment relates to your job
- Get permission before using workplace materials
- Keep employer information confidential
- Don't plagiarize from workplace

6.3 Conduct at Events & Locations

****At EduMitra Events:****

- Follow all venue rules and regulations
- Respect other participants' space
- Don't consume alcohol (if educational event)
- Dress appropriately for event type
- Arrive on time

****At Exam Centers:****

- Bring required identification
- Arrive 15 minutes early
- Follow all invigilator instructions
- Don't communicate with others
- Respect quiet exam environment

****In Virtual Meetings:****

- Use your real name
- Professional appearance (if video)
- Minimize background distractions
- Mute when not speaking
- Use appropriate language

7. CONSEQUENCES & DISCIPLINE

7.1 Violation Categories

Minor Violations:

- Accidental plagiarism (first offense)
- Mild disrespect or rudeness
- Minor platform misuse
- Late assignment (minor delay)
- **Penalty:** Warning, resubmission, tutoring

Moderate Violations:

- Repeat plagiarism
- Intentional disrespect or harassment
- Significant platform misuse
- Exam dishonesty attempt
- **Penalty:** Suspension, course failure, probation

Serious Violations:

- Cheating on exam
- Fabricated documents or records
- Harassment or discrimination
- Illegal activity
- Sexual harassment
- Threatening behavior
- **Penalty:** Expulsion, legal action, degree revocation

Zero Tolerance (Automatic Expulsion):

- Child exploitation
- Violence or threats of violence
- Sexual assault
- Hate crimes
- Sale of illegal substances

7.2 Sanctions

Educational:

- Mandatory integrity training
- Written essay on violation
- Reflective assignment
- Counseling sessions

Academic:

- Assignment grade: 0/F
- Course grade: F
- Transcript notation
- Degree withheld or revoked

Administrative:

- Warning letter
- Probation (6-12 months)

- Suspension (temporary removal)
- Expulsion (permanent removal)
- Restitution (payment for damages)

****Reporting:****

- Notation to university
- Reporting to credential bodies
- Police notification (if applicable)

7.3 Mitigating & Aggravating Factors

****Factors Considered:****

****Mitigating (May Reduce Penalty):****

- ✓ First-time offense
- ✓ Remorse and acknowledgment
- ✓ Prompt disclosure
- ✓ Young age or inexperience
- ✓ Cooperative attitude
- ✓ No prior misconduct
- ✓ Isolated incident
- ✓ Good faith effort

****Aggravating (May Increase Penalty):****

- Repeated violations
- No remorse or defensiveness
- Attempted cover-up or deception
- Involved authority figures
- Serious impact on others
- Prior conduct record
- Planned or premeditated
- Intentional harm

8. APPEAL PROCESS

8.1 Right to Appeal

****You can appeal if:****

- You believe decision is factually incorrect
- Evidence was not properly considered
- Sanction is disproportionate to violation
- Process was unfair or biased
- New evidence has emerged

****You CANNOT appeal on:****

- Disagreeing with the rule itself
- Believing the rule is unfair
- Wanting a lighter punishment

- Procedural preferences

8.2 How to Appeal

Step 1: Request Appeal (Within 10 days)

- Email: appeal@edumitra.com
- Subject: "Appeal of Conduct Decision"
- Include: Original decision letter, violation details, appeal reason
- Statement: Why you believe decision was wrong

Step 2: Appeal Review (5-7 days)

- Appeals Officer reviews request
- Determines if appeal merits review
- Notifies you if appeal accepted/rejected

Step 3: Appeal Hearing (If accepted, 10-14 days)

- Review of original findings
- New evidence presentation
- Your statement (written or in-person)
- Original investigator's response
- Appeals committee deliberation

Step 4: Appeal Decision (Within 3 days)

- Notify you in writing
- Options:
 - Uphold original decision
 - Modify decision
 - Overturn decision
 - Return for further investigation
 - Explain reasoning

Step 5: Final Decision (Binding)

- Decision is final (no further appeal)
- Only exception: Due process violation (escalate to Director)

8.3 Appeal Representation

You may:

- ✓ Have a support person attend hearing
- ✓ Submit written statement instead of appearing
- ✓ Request time to prepare response
- ✓ Ask questions of investigators
- ✗ Have a lawyer (unless internal legal issue)

9. GRIEVANCE & COMPLAINT

9.1 Formal Complaint Process

****For Non-Conduct Issues:****

****If you have a grievance about:****

- Academic issues (grading, unfair treatment by instructor)
- Disability accommodation
- Discriminatory treatment
- Policy disagreement
- Service quality

****Step 1: Informal Resolution (First)****

- Discuss with person involved
- Try to resolve directly
- Document conversation

****Step 2: Formal Complaint****

- Email: grievance@edumitra.com
- Include: What happened, when, who involved, what resolution you want
- Provide any evidence or documentation
- Timeline: Within 30 days of incident

****Step 3: Investigation****

- Acknowledge receipt within 5 days
- Investigate within 10-15 days
- Interview involved parties
- Gather evidence

****Step 4: Resolution****

- Provide written decision within 5 days
- Explain reasoning
- State any remedies
- Explain appeal rights

9.2 Anti-Retaliation Policy

****We prohibit retaliation against anyone who:****

- Files a conduct complaint
- Participates in investigation
- Supports a complainant
- Testifies in hearing
- Reports misconduct

****Retaliation includes:****

- Threats or intimidation
- Adverse academic treatment
- Exclusion or isolation
- Negative comments or recommendations
- Any adverse action based on participation

****If You Experience Retaliation:****

- Report immediately to conduct@edumitra.com

- Document all incidents
- Keep communication records
- Report to university if needed

10. CONFLICT OF INTEREST & BIAS

10.1 Investigator/Hearing Officer Bias

****You can challenge investigator/officer if:****

- Personal relationship with accused
- Prior involvement in similar cases
- Stated bias against your group
- Financial interest in outcome
- Perceived conflict of interest

****To Challenge:****

- Notify before hearing/investigation begins
- Explain basis for concern
- Request replacement
- New investigator assigned if reasonable

11. CONFIDENTIALITY

11.1 What Stays Confidential

****Conduct records are confidential:****

- Protected from public disclosure
- Not shared with other institutions (unless legal requirement)
- Not included in official transcript
- Not mentioned in recommendations
- Only accessed by conduct personnel

****Exceptions:****

- Disclosure required by law
- Court order or subpoena
- Credentialing bodies (professional licenses)
- Background check (if authorized)
- Universities (if enrolled elsewhere)

****Who Knows About Violations:****

- You (the student)
- Your university (if degree-granting)
- Conduct committee members
- Investigators
- NOT other students (unless reported publicly)
- NOT your employer (unless you're attending corporate event)

11.2 Your Records

****You have right to:****

- Access your conduct file
- Request correction of factual errors
- Request removal of notation (after 5 years with clean record)
- Know what's in official record vs. informal notes

****To Request Access:****

- Email: records@edumitra.com
- Provide: Full name, enrollment ID, type of records
- Timeline: Within 10 business days
- Format: Redacted as necessary for privacy of others

12. VIOLATIONS SPECIFIC TO EXAMS

12.1 Before the Exam

****Do:****

- ✓ Test your technology in advance
- ✓ Check internet connection
- ✓ Ensure quiet, private space
- ✓ Have required materials ready
- ✓ Use approved device only
- ✓ Close unnecessary applications
- ✓ Log in with valid credentials

****Don't:****

- Use someone else's computer
- Open other applications (email, chat, etc.)
- Have external resources visible
- Let others nearby
- Use VPN (unless authorized)
- Use shared WiFi (if possible, use your own)

12.2 During the Exam

****Proctoring Rules:****

****You agree to:****

- ✓ Keep camera on throughout exam
- ✓ Keep microphone on (can be muted for typing)
- ✓ Show clear desk and room
- ✓ Remain visible on camera
- ✓ No sudden movements (exiting frame)
- ✓ No covering camera or screen
- ✓ Only you in room (no one else visible)
- ✓ No external materials visible
- ✓ No notes, books, or references

✓ No phone, smartwatch, or other devices

****Exam Violations Include:****

- Looking away from screen
- Accessing external resources
- Communication with others (any method)
- Unauthorized people in room
- Suspicious behavior flagged by proctor
- Changing answers after submission
- Accessing exam outside time window

12.3 Exam Failure & Retakes

****If You Fail:****

- You may retake (no additional fee)
- Unlimited retake attempts
- Your best grade counts
- Failed attempts don't show on transcript
- Time between retakes varies by university

****Extended Delays:****

- If exam is suspicious, retake delayed
- Investigation occurs during delay
- If cleared, retake scheduled
- If violation found, other consequences apply

13. RIGHTS & RESPONSIBILITIES SUMMARY

13.1 Your Rights

****As an EduMitra Student, You Have:****

✓ ****Right to Education:****

- Access to quality educational content
- Access to counseling and support
- Access to all promised services

✓ ****Right to Fair Treatment:****

- Fair assessment and grading
- Non-discrimination
- Reasonable accommodations (if qualified)
- Respectful treatment

✓ ****Right to Due Process:****

- Know what conduct rule was violated
- Know evidence against you
- Opportunity to respond
- Fair hearing
- Appeal process

✓ ****Right to Privacy:****

- Confidential conduct records
- Private investigation process
- Protected personal information
- Limited disclosure of violations

✓ ****Right to Resources:****

- Academic support
- Counseling services
- Technical support
- Disability accommodations

13.2 Your Responsibilities

****You Agree To:****

- ✓ Follow this Code of Conduct
- ✓ Act with academic integrity
- ✓ Treat others respectfully
- ✓ Use platform appropriately
- ✓ Disclose information honestly
- ✓ Comply with university policies
- ✓ Report violations if you know of them
- ✓ Participate in conduct processes
- ✓ Accept consequences for violations

14. SPECIAL SITUATIONS

14.1 Mental Health & Wellness

****If You're Struggling:****

- Reach out to your counselor
- Mental health is not an excuse for conduct violations
- But may be mitigating factor or warrant accommodations
- Get help, don't hide problems

****Support Available:****

- Academic counseling (free)
- Stress management resources
- Referral to mental health professionals
- Flexible deadlines for crises
- Extensions for documented issues

****If Someone Threatens Harm:****

- Report immediately to authorities
- Contact crisis line: [number]
- EduMitra will help coordinate resources
- Threats never tolerated, even with mental health explanation

14.2 Financial Hardship

Financial Difficulties:

- NOT excuse for conduct violations
- BUT may warrant support or accommodations
- Discuss with counselor about options
- Financial aid or scholarship information available
- Withdrawing honorably better than violating conduct

14.3 Substance Abuse

Policy:

- Substance abuse not tolerated
- Drugs/alcohol not permitted on platform/events
- Impairment while studying = violation
- Impairment during exam = academic dishonesty

Support:

- Referral to substance abuse resources
- Confidential counseling
- Accommodation during treatment
- Second chance policy (with conditions)

15. IMPLEMENTATION & OVERSIGHT

15.1 Training & Communication

EduMitra Will:

- Communicate Code to all new students
- Require Code acknowledgment
- Provide training on key policies
- Share resources and support options
- Update Code when changed

You Agree To:

- Review Code fully
- Ask questions if unclear
- Understand you're bound by Code
- Know where to get help
- Report violations

15.2 Policy Updates

This Code may be updated:

- For legal compliance changes
- To clarify ambiguous policies

- To address emerging issues
- To improve fairness
- Annually for review

****You Will Be Notified:****

- Email announcement
- In-platform notice
- Updated Code available
- Change summary provided
- Effective date stated

****Your continued enrollment** constitutes acceptance of updates.**

16. CONTACT INFORMATION

****For Conduct & Code Questions:****

- ****Email:**** conduct@edumitra.com
- ****Phone:**** +91 9876543210
- ****Office:**** [EduMitra Office Address]
- ****Hours:**** Monday-Friday, 10 AM-6 PM IST

****For Appeals:****

- ****Email:**** appeal@edumitra.com

****For Grievances:****

- ****Email:**** grievance@edumitra.com

****For Anonymous Reporting:****

- Form on platform (anonymous submission)

****For Urgent Issues:****

- ****Emergency Line:**** [24-hour number]

ACKNOWLEDGMENT

****By enrolling in EduMitra Education, you acknowledge:****

- You have read and understand this Code of Conduct
- You agree to follow all policies outlined herein
- You understand consequences for violations
- You know how to report violations
- You accept appeal and grievance processes
- You understand this applies to all your use of EduMitra services

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