



While attending NADA Academy, you are expected to conduct yourself in a professional manner. Conduct that impairs learning or jeopardizes the quality and reputation of the program will not be tolerated. **Failure to comply with the standards below may result in immediate dismissal from the Academy.**

- Interfering with the employment relations of other students and NADA is inappropriate and will not be tolerated.
- Consumption of alcoholic beverages at NADA or any Academy-sponsored event is prohibited, unless served by the Academy.
- Public intoxication, including alcohol-induced disorderly conduct, property destruction, intimidation, or other infringement upon the rights or privacy of others will not be tolerated.
- Sexual harassment is against NADA policy and is strictly prohibited. These are examples of sexual harassment, not intended to be all-inclusive:
  - o Unwanted jokes, gestures, offensive words on clothing, and unwelcome comments and repartee.
  - o Touching and other bodily contact such as scratching or patting a classmate's back, grabbing a classmate around the waist, or interfering with a classmate's ability to move.
  - o Repeated requests for dates that are turned down, or unwanted flirting.
  - o Transmitting or posting emails, texts or pictures of a sexual or other harassment-related nature.
  - o Displaying sexually aggressive objects, pictures or posters.
  - o Playing sexually suggestive music.
- Possession of or consumption of illegal drugs at any time is prohibited.
- NADA is a weapon-free environment. Guns/knives are not permitted.

**Remember – you represent NADA in the classroom, at the hotel, and off-site during a field trip or project. Your interactions with NADA staff, classmates, hotel personnel, and the general public play a vital role in the Academy's reputation in the industry and carry consequences of the same magnitude.**

**Acknowledgment:**

By signing below, you acknowledge that you have read and understand these policies concerning the NADA Academy.

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| <b>Print Name:</b><br>Jack Kolar                                                                         | <b>Student Number:</b><br>12 |
| <b>Signature:</b><br> | <b>Date:</b><br>6-30-20      |

