



### 1. Introduction

THE FIRE INSTITUTE has established a policy to achieve the highest ethical and moral standards. THE FIRE INSTITUTE does not discriminate on the basis of race, sex, nationality, ethnic origin or any other prejudice prohibited by the Word of God. We reserve the right to alter school policies as needed.

### 2. Personal Conduct

- All students will conduct their personal affairs and financial matters in an ethical manner.
- Each student will be responsible to live their personal lives that reflect Biblical standards of living.
- All students must attend church services regularly.
- All students are required to adhere to the all guidelines of their program of study.

### 3. Dress Code

In order to develop reverence for God and respect toward others, the following guidelines are established to assist students in selecting proper attire.

#### A. Women

- Acceptable – dresses, skirts, blouses, dress slacks, pant suits, Capri's, jeans, short-sleeve shirts, dress shoes, high or low heel shoes, presentable sandals.
- Unacceptable – shorts, sneakers, tight-fitting garments, tank tops, low cut blouses, backless dresses or blouses, belly-showing blouses, spaghetti straps, see-through blouses, workout attire, warm-ups, flip-flops, sneakers, etc.

#### B. Men

- Acceptable – dress slacks, slacks, jeans, polo style shirts, short or long sleeve shirts, tie (optional).
- Unacceptable – shorts, tank tops, sneakers, flip-flops, T-shirts, warm-up pants. (Men must wear a dress-shirt and tie when preaching at Student Chapel).

### 4. No Dating Policy

Scripture exhorts the believer "to remain in the situation [single] which they were called" (1Cor.7:20). Students will need to remain 100% focused at THE FIRE INSTITUTE to be successful. Extensive history has proven that students who date/court during this season of preparation have quit or failed out – maybe not initially but ultimately they do not reach graduation. Therefore, students are prohibited from dating during their first year of the MIT program. Exceptions may be requested.

### 5. Disciplinary Guidelines

Disciplinary action is taken when a student's conduct is unsatisfactory. The nature of the problem will determine the severity of action taken. A student can expect one of four responses: a verbal warning, a written incident report, suspension or termination. The following is a guideline where disciplinarily actions will be taken. This list is not exhaustive.

1. Failure to comply with all regulations of THE FIRE INSTITUTE.
2. Insubordinate, rebellious, divisive and disobedient behavior.
3. Offensive language or derogatory remarks toward any person.
4. Sexual harassment – any type of sexual advancement or comment or gesture.
5. Personal use of THE FIRE INSTITUTE property without authorization.
6. Cheating or plagiarism on any examination or homework assignment.
7. Excessive unexcused tardiness or absences from any or all school sessions.
8. Non-payment of tuition.

### 6. Appeals Process

All disciplinary actions are approved by the school director. Appeals should be made to the Student Affairs Advisor.